

The Bradford Beacon
First Stage Tender Document
for
Bradford Culture Company

Date: 24/06/24

Job Reference: J008731

Contents

1.0	Introduction & Instructions
2.0	Procurement
3.0	Information To Be Provided with Tender
4.0	Pre-Construction Services
5.0	Supplier / Sub-Contractor Selection Process

Appendices

Appendix A	Form of Tender
Appendix B	Design Information – Issued on Request
Appendix C	Preliminaries & General Conditions
Appendix D	PCSA Fee and Pricing Document
Appendix E	Strategic Programme – Issued on Request

Part 1- Introduction & Instructions

- 1.1 This enquiry invites Tenderers to submit their first stage tender for the Bradford Beacon Project.
- 1.2 The Beacon is a temporary structure for the Bradford City of Culture 2025. The structure will be installed and moved across different parks in the city. The use will be largely cultural focusing on the arts, theatre and community uses.
- 1.3 The successful Tenderer will be expected to work alongside the design team to ensure the design is able to be efficiently assembled and disassembled, to procure the materials and components, ensure the design remains on budget and will be responsible for the relocation of Beacon between four locations. The project will be procured using a two-stage method of procurement.
- 1.4 The Employer's construction budget is circa **£600,000** to cover the elements required to be installed by the successful tenderer. Operational and production aspects of Beacon will be undertaken by Bradford Culture Company.
- 1.5 Tenderers are requested to provide all the information called for in this document in a clear and comprehensive manner.
- 1.6 We attach the Design Information, Appendix B, will follow upon tenderers expressing interest to provide a tender.
- 1.7 The target programme for the works is as follows:

First Stage Tender return	15 July 2024
Pre-construction services commence	July 2024
Finalise contract sum	September 2024
Contract Award	September 2024

- 1.8 The Employer's Consultants involved in the project are detailed within the Preliminaries and General Condition, Clause A10.
- 1.9 The Employer and Principal Designer is Bradford Culture Company
- 1.10 Tenderers are requested to adhere to the following instructions when compiling and returning their tender:
 - a. Responses should be provided to all items listed in Section 3, numbered and in the same order.
 - b. The tender price is to be broken down using the pricing document format provided with the tender documents.
 - c. If any information is missing or ambiguous this should be notified during the tender process.
 - d. Any queries in connection with the tender preparation are to be submitted to Bradford 2025 via the tendering portal.
 - e. Tenders are to be submitted no later than noon on 15th July 2024.
 - f. Tenderers shall treat all information relating to this project as private and confidential.
- 1.11 Any additional information and the Employer's responses to tenderers' questions will be communicated in writing to all tenderers.
- 1.12 Post Tender Interviews

The Employer reserves the right to interview, on one or more occasion, any Tenderer prior to the award of the Contract. Tenderers shall be notified in good time of such interviews if required.

Part 2 - Procurement

2.1 The purpose of this two-stage tender is as follows:

Stage One

To select a tenderer to work alongside the Bradford 2025 team to develop the design, advise on budget, procurement, logistics and buildability. The end of the first stage will be to provide a cost to Bradford 2025 to undertake the works. Bradford 2025 will then decide whether to proceed to main contract with the successful tenderer. This element of work will be undertaken under a Pre-construction Agreement.

Stage Two

Upon agreement of a contract sum, the successful tenderer will manage the manufacture and installation of the Beacon. This will include the installation and deconstruction at four park locations in Bradford. It is anticipated that these works will be undertaken under a JCT Minor Works or Intermediate Form of Contract.

Part 3 – Information to be provided with the Tender

3.1 General

In addition to the tender requirements detailed within this document, the Tenderer shall submit the following information under the headings contained herein to allow the Employer and Professional Consultants to assess and review the Tenderer 's ability to undertake this project. The Tenderer is at liberty to provide any additional information that he considers of merit.

3.2 The following questions are Pass / Fail questions

3.3 Financial Information

Tenderers are requested to provide details of their Company's last 3 years' accounts and anticipated financial position together with any other matters considered relevant. Failure to provide this information will result in exclusion from the tender process. If the financial information or any credit checks indicate a potential risk to the client, the client reserves the right to exclude the tenderer from the process.

3.4 Insurances

The Tenderer is to submit details of their All Risks, Employer's Liability, Public Liability and Professional Indemnity Insurances demonstrating compliance with the insurance requirements identified. A level of £5m is requested for insurances.

3.5 Technical Questions

The Tenderer is to submit responses to the below technical questions. The responses will be scored based on the scoring criteria included in the appended evaluation matrix. The Technical responses will account for 60% of the overall total score.

3.6 Question 1 - Outline Method Statement

The Tenderer is to put forward detailed proposals on their approach to the project from a construction and management point of view together with any alternative solutions that might be advantageous in terms of cost and/or time.

Responses should include commentary on;

- your team's preliminary thoughts about this project, motivation for applying and any specialist skills that can help respond to the brief and that you would be able to bring to the project.
- how you will work in partnership with the whole project team through detailed design, construction and the assembly and disassembly of Beacon
- outline how you would ensure construction quality and coordination Beacon, in particular the logistics of procuring, installing and moving

- describe your approach to procurement for the key elements of Beacon highlighting local supply chain connections, specialist subcontractors and other expertise.
- your approach to the assembly and disassembly sequencing illustrating how Beacon can be moved between location within the stated programme

3.7 Question 2 - Resourcing

The Tenderer is to provide details on their approach to the Pre-construction and Construction stage of the works from a management and resourcing perspective. This should include a management structure and CV's.

The Tenderer is to advise specific personnel, together with their CVs, how much resource these personnel have available and their spend on the project during the PCSA period.

3.8 Question 3 - Previous Work

The Tenderer is to provide examples of delivering temporary events spaces to challenging timescales in an efficient manner whilst maintaining quality. Examples should **not** be temporary buildings like portacabins. Provide 3 examples.

Illustrative case studies should be presented for up to three relevant examples that demonstrate:

- High quality projects of a similar scale which have maximised the potential opportunities of a scheme of this nature.
- Projects demonstrating engagement with local supply chain, the circular economy and crafts people.
- Project examples which demonstrate experience of temporary structures whilst also responding to the ecological and climate challenges with sustainable solutions.
- Example of your success in achieving client's aims and aspirations in a relevant project.
- Projects working with the cultural or creative sectors.

3.9 Question 4 - Health & Safety – CDM Regulations

The Tenderer is required to submit details as set out in Clause A30/550 in Appendix C Preliminaries and General Conditions, with their tender submission.

3.10 Question 5 – Sustainability Strategy

The tenderer should set out their approach to ensuring the project minimises embodied and operational carbon and supports principles of a Circular Economy. The tender should highlight relationships with the local supply chain and provide evidence where sustainability targets have been met on previous projects.

3.11 Question 6 – Compliance with Bradford Culture Procurement Objectives

Tenderers are to demonstrate how they will comply with the clients procurement objectives identified below;

- ensure that procurement activities reflect BCC’s approach to transparency, sustainability, value for money and equality, diversity, and inclusion.
- ensure BCC’s commitment to the communities of Bradford is reflected in the procurement process.
- ensure BCC’s duty to its funders to deliver best value for money.
- To ensure compliance with relevant laws and regulations.

3.12 Cost Criteria

In addition to the above information, tenderers are also required to complete the Pricing Document (included in Appendix D). The cost submission will account for 40% of the total score available.

There are two parts of the pricing document that require completing;

1. Pre Construction Fee

Tenderers are to provide a fee for undertaking the pre-construction services contained within this document (with particular reference to section 4)

The PCSA fee will be a fixed fee based on the scope identified in the tender documents.

2. Main Contract Works

Tenderers are to provide a detailed price for the preliminaries based on the design information and programme provided.

Tenderers should also include a sum for Overheads and Profit. This should be based on the estimated construction value (as stated above) plus any other cost heads against which overheads and profit would apply.

The tenderer should also express the Overheads and Profit as a percentage. This percentage is deemed to be fixed and will be used when calculating the contract value.

Tenderers should also advise if the above percentage is likely to be different for Post Contract variations.

Part 4 – Pre-Construction Services

1 **General Obligations**

- 1.1 The Pre-Construction Services will be based on the JCT Pre-Construction Services Agreement (General Contractor) 2016.
- 1.2 The Tenderer is to provide a PCSA Fee and complete the pricing document in Appendix E PCSA Fee and Pricing Document.
- 1.3 Review the Project Brief and design aspirations.
- 1.4 Comment on third-party issues that may affect the works.
- 1.5 Review third-party conditions and consider in light of construction methodology (including temporary works) and participate in early discussion regarding third party and neighbourly issues.
- 1.6 Develop the logistics plan for the works, considering how to minimise disruption and inconvenience to others. This needs to take cognisance of The Beacon’s constraints and requirements.
- 1.7 Consider potential efficiencies to the project and its design, always being in line with the development and quality aspirations for the building.
- 1.8 Prepare and structure a whole life carbon assessment and for the project, working with the Design Team to measure and track embodied carbon and minimising operational carbon emissions.
- 1.9 Community Engagement - list as a time commitment, in supporting the project through a series of community engagement workshops around the design, fabrication and assembly of Beacon.
- 1.10 Set out the Tenderer’s project team structure for the Pre-Construction Services Agreement (PCSA) work and responsibilities.
- 1.11 Attend all client and design team meetings. The following should be assumed during the PCSA period;

Client meetings – monthly

Design team meetings – weekly
- 1.12 Consider and advise on the need, type and location of any additional pre-construction surveys, specialist surveys and investigations, or any additional pre-start works which will help to de-risk the construction phase.
- 1.13 In conjunction with the Professional Consultants prepare all programmes as may be appropriate for the Development including a design production programme. Ensure that any design

production programmes include time for the Employer to approve designs, layouts, materials, finishes, and flexibility for the reworking of designs if necessary.

- 1.14 Make recommendations to and agree with the Employer any adjustments to design production and/or the Development programme from time to time as may be necessary in light of progress of the project.
- 1.15 Assist the Cost Consultant in cost planning, cost control and cost reporting.
- 1.16 Agree with the Employer objectives in terms of design, budget and allocation of responsibility.

2 **Programme**

- 2.1 Prepare an integrated master programme for acceptance by the Employer and the Professional Consultants, to include the activities of the Professional Consultants, the Tenderer
- 2.2 Update and adapt the master programme referred to in paragraph 2.1 as may be necessary to reflect further information or changes in circumstances, regularly monitor progress and when appropriate initiate proposals for corrective action to ensure adherence to the master programme.
- 2.3 Prepare and agree with the Professional Consultants, and with supplier / sub-contractors with design responsibility, a detailed package procurement programme with details of dates for the production of drawings, specifications, pricing schedules and all other relevant information including dates for preparation and despatch of tender documents, the tender period, a period for evaluation of tenders and target dates for the placement of each supplier / sub-contract order. This procurement programme shall include sufficient time to allow consultants and supplier / sub-contractors to fulfil their design and design co-ordination responsibilities in accordance with that programme.
- 2.4 Manage the timely preparation of detailed design and production information, to ensure that the design, procurement and construction programme is maintained and adjust and revise the programme, in agreement with the Employer, as dictated by the requirements of the Development.
- 2.5 Advise on the availability of alternative materials and components, methods of working, building systems and equipment. Identify those materials and components which require advance ordering and processing and provide and monitor a programme for advance ordering and processing.

3 **Construction Advice**

- 3.1 Advise on any error and/or inconsistency within in the Tender Documents.
- 3.2 Review and comment on the design information (as issued within the First Stage Tender pack).

- 3.3 Advise on all aspects of “buildability” in relation to proposed design and the feasibility of construction interfaces and tolerances. Suggest construction changes, to materials, methodologies or products, which could be used to reduce the incidence of conflicts and/or difficult interfaces between different elements of a single package or works or between different work packages.
- 3.4 Advise on the relative suitability of alternative materials and components and on the selection, availability and price of materials, methods of working, building systems and equipment.
- 3.5 Advise on off-site design and off-site manufacture of components.
- 3.6 Advise on the need for specialist contractor and/or specialist supplier input particularly in relation to design processes.
- 3.7 Advise on the resources and timescale needed to mobilise on Site.
- 3.8 Visit the Sites and carry out an initial appraisal to satisfy the Tenderer of any constraints.
- 3.9 Review and update the access and logistics plans, showing personnel and vehicular access to the site.
- 3.10 Advise on provision and layout of site facilities and services to be provided or secured by the Tenderer.
- 3.11 Manage and co-ordinate the work of any suppliers / contractor(s) appointed to carry out early works on the Site and ensure that any temporary works carried out by such supplier / contractor(s) do not hinder or adversely affect the Project.

4 **Cost/Contract**

- 4.1 Collaborate with the Professional Consultants providing cost advice and assist in regularly updating the cost plan, including obtaining the budget costs of equipment and materials and advising on current pricing levels.
- 4.2 Validate the budget for the works upon commencement of appointment.
- 4.3 With the Cost Consultant:
 - 4.3.1 establish a reporting system and agree a protocol with the Employer to ensure transparency of cost and information throughout the duration of the Project;
 - 4.3.2 manage design development within the agreed Cost Plan limits.
- 4.4 Advise the Cost Consultant of the programme and/or cost impact of any changes or proposed changes.

- 4.5 Review appropriate supplier / sub-contractors for the works and engage in early briefing discussions with them as necessary.
- 4.6 Advise on any changes in market conditions which may affect either cost or procurement periods.
- 4.7 Carry out, on an open book basis, with the Employer and the Cost Consultant all discussions and negotiations with prospective supplier / sub-contractors in relation to finalisation of the Contract Sum.
- 4.8 Agree the Contract Sum and the Contract Sum Analysis with the Employer and the Cost Consultant.
- 4.9 Agree all of the terms of any insurances required for the project with the Employer, his advisers and with third party organisations.

5 **Design**

- 5.1 Actively manage and participate in the design development process and arrange meetings required to develop the design including issuing agendas and minutes.
- 5.2 In conjunction with the Principal Designer, review the outline and schematic drawings and their further development to tender drawings and specifications for compliance with safety requirements including the CDM Regulations.
- 5.3 Develop a Tenderer's Proposal document that satisfies the Tender Documents including the Employer's Requirements.

6 **Procurement**

- 6.1 Break the construction works down into suitable packages for sub-contracts which will facilitate effective cost control and expeditious progress of the Development.
- 6.2 Prepare a detailed specific statement of the content of each package, its inter-relationship with other packages and the responsibilities at interfaces between packages.
- 6.3 Develop and agree the form of sub-contract and associated tender documents with the Cost Consultant and Employer's Representative and ensure that such documents are fully compatible with the Proposed Contract Documents.
- 6.4 Prepare in conjunction with the Professional Consultants lists of supplier / sub-contractors for tendering; investigate and report on their capabilities and financial standing; arrange pre-tender interviews as required; advise on the necessity of performance bonds and/or parent company guarantees.

- 6.5 Receive drawings, specifications and pricing schedules prepared by the Professional Consultants; check for the purpose of seeking sub-contract tenders which are capable of being priced with sufficient detail; prepare all other tender documents in parallel with the work of the Professional Consultants and arrange the printing and collation of the tender documents including delivery/collection and obtaining, tenders from supplier / sub-contractors and suppliers.
- 6.6 Evaluate tenders from supplier / sub-contractors and suppliers, negotiate as required, and make recommendations on those tenders with the Professional Consultants to the Employer.

Part 5 – Supplier / Sub-Contractor Selection Process

- 5.1 The Tenderer will procure the suppliers in accordance with procedures set out in the First Stage Tender Documents.
- 5.2 The Tenderer will select and agree supply chain tenderers in conjunction with the Professional Consultants.
- 5.3 The Tenderer shall be aware that the Professional Consultants may commence the Supplier / Sub-Contractor procurement process prior to appointment and during the preconstruction phase in order to expedite the process in order to achieve an effective start on site. The Tenderer will complete this process and must ensure that he is satisfied that all steps are taken to allow him to enter into a domestic Sub-Contract.
- 5.4 The Tenderer shall meet Bradford Culture Company (BCC)'s Procurement Objectives as follows:
 - 5.4.1 To ensure that our procurement activities reflect Bradford Culture Company's approach to transparency, sustainability, value for money, equality, diversity, and inclusion.
 - 5.4.2 To ensure Bradford Culture Company's commitment to the communities of Bradford is reflected in the procurement process.
 - 5.4.3 To ensure Bradford Culture Company's duty to its funders to deliver best value for money.
 - 5.4.4 To ensure compliance with relevant laws and regulations
- 5.5 Tender Sub-Contract packages should be issued to a minimum of 3 Suppliers / Sub-Contractors, unless agreed otherwise with the Professional Consultants.

Appendix A
Form of Tender

The Beacon, Bradford
Form of Tender



Form of Tender

For: PCSA, Preliminaries, Overheads, and Profit

Organisation Name: Bradford Culture Company

At: Bradford

Project Name: The Beacon, Bradford

To: Bradford Culture Company

I/We having read the first stage tender documents, do hereby provide Pre-Construction Services as per the Pre-Construction Services Agreement for the fixed price VAT exclusive sum of:

.....
(words) (£)

I/We having read the first stage tender documents, do hereby offer to provide preliminaries for the main works, for the fixed price VAT exclusive sum of;

.....
(words) (£)

I/We having read the first stage tender documents, do hereby offer Overheads and Profit for the main works for fixed percentage / lump sum of;

..... (words)

I/We agree that should obvious errors in pricing or errors in arithmetic be discovered in the pricing document before the acceptance of any of these offers, such errors will be dealt with in accordance with Alternative 2 of JCT Tendering Practice Note 2017.

I/We understand that neither the lowest nor any tender will necessarily be accepted, and that the Employer will not be responsible for paying any Tender costs incurred.

I/We declare that the tender price or any other figures or particulars in connection with the tender have not been disclosed by me/us to any other party, and that I/We have no knowledge either of the sum quoted or of other particulars of any tender for the Contract by another party.

I/We confirm that this tender is to remain open for consideration for a period of 90 days from the date of Tender.

For and on behalf of

.....

Address:

.....

Signature:

Date:

Appendix B
Design Information

(TO FOLLOW)

Appendix C
Preliminaries & General Conditions

Jackson Coles LLP

Bradford Culture Company

The Beacon, Bradford

The Beacon, Bradford

13-06-2024

New build Timber modular, temporary building to be moved around 4 different parks.

Contents

A10 Project particulars	1
A11 Tender and contract documents	3
A12 The site/ existing buildings	4
A13 Description of the work	5
A31 Provision, content and use of documents.....	6
A32 Management of the works	10
A33 Quality standards/ control	11
A34 Security/ safety/ protection	15
A50 Work/ products by/ on behalf of the employer	17

A10

Project particulars

Clauses

110 The Project

1. Name: The Beacon, Bradford
2. Nature: Fabrication of a timber modular temporary building to be used as a performance space and for Artist and Community engagement. The Beacon will be moved around 4nr different parks in the Bradford area.
3. Location: Bradford
4. Timescale for construction work: Refer to Programme

120 Employer (client)

1. Name: Bradford Culture Company
2. Address: Church Bank House, Schofield Sweeney, Church Bank, Bradford, England, BD1 4DY
3. Contact: Matt Noddings
4. Telephone: 01274 800551
5. Email: matt.noddings@bradford2025.co.uk

130 Principal contractor (CDM)

1. Name: TBC
2. Address:
3. Contact:
4. Telephone:
5. Email:

140 Architect/ contract administrator

1. Name: Carter Gregson Gray
2. Address: 8 Fitzroy Street, London, W1T 4BJ
3. Contact: Jack Carter and Amy Sullivan-Bodiam
4. Telephone: 0208 1523101
5. Email: Jack@cartergregsongray.com and Amy@cartergregsongray.com

150 Principal designer

1. Name: Carter Gregson Gray
2. Address: 8 Fitzroy Street, London, W1T 4BJ
3. Contact: Jack Carter and Amy Sullivan-Bodiam
4. Telephone: 0208 1523101
5. Email: Jack@cartergregsongray.com and Amy@cartergregsongray.com

160 Quantity Surveyor

1. Name: Jackson Coles LLP
2. Address: Morelands, Block C
5-23 Old Street,
London,
EC1M 7AD

Jackson Coles LLP
13-06-2024

3. Contact: Mark Loveland
4. Telephone: 020 7608 8600
5. Email: mark.loveland@jacksoncoles.co.uk

198 Fire Consultant

1. Name: Arup
2. Address: 6th Floor,
3 Piccadilly Place,
Manchester, M1 3BN
3. Contact: Stuart Winter
4. Telephone: stuart.winter@arup.com
5. Email: 07884 588 720

200 Structural Engineer

1. Name: Structure Workshop
2. Contact: Niall Flanagan
3. Address: 4 Iliffe Yard, London, SE17 3QA
4. Telephone: 020 7701 2616
5. Email: nf@structureworkshop.co.uk

200A Theatre Consultants

1. Name: Studio Three-Sixty
2. Contact: Lucy Osborne
3. Address: Kronhuset, Kronhusgatan 1D, 411 13 Göteborg
4. Telephone: 0781 844 5085
5. Email: lucy.osborne@studiothreesixty.uk

200B Microclimate Consultant

1. Name: Studio 4215
2. Contact: Byron Mardas
3. Address: Vauxhall, London , SE11 5QY
4. Telephone: 0771 870 6941
5. Email: byron@studio4215.com

Ω End of Section

A11

Tender and contract documents

Clauses

110 Tender drawings

1. The tender drawings are: listed in the Invitation to Tender, Appendix B

120 Contract drawings

1. The contract drawings: TBC

160 Pre-construction information

1. Format: The pre-construction information is described in these Preliminaries in section A34. It refers to information given elsewhere in the Preliminaries, specification, drawings and associated documents.

170 Fire Statement

1. Location: Refer to Appendix B

Ω End of Section

A12

The site/ existing buildings

Clauses

110 The site

1. Description: Refer to Design Information

170 Site investigation

1. Report: Information TBC

Ω End of Section

A13 Description of the work

Clauses

110 Preparatory work by others

1. Details: Topographic and Site surveys
2. Timescale: Before fabrication of The Beacon

120 The works

1. Description: The works consists of the fabrication of a timber farmed modular building which will be moved around 4nr different sites within the Bradford area. The building includes a proprietary roof and flooring scaffolding system and screw pile foundation.
Advise on design, buildability and procurement of timber frame would be required as well as advise on logistics advise on assembly and disassembly of The Beacon from one site to another.

130 Work by others concurrent with the Contract

1. Description: Specialist Sub Contractors are to be employed by the Delivery Partner during the second stage of the works.

140 Completion work by others

1. Description: TBC

Ω End of Section

A31

Provision, content and use of documents

Definitions and interpretations

110 Definitions

1. **Meaning:** Terms, derived terms and synonyms used in the preliminaries/ general conditions and specification are as stated here or in the appropriate referenced document.

120 Communication

1. **Definition:** Includes advise, inform, submit, give notice, instruct, agree, confirm, seek, provide or obtain information, consent or instructions, or make arrangements.
2. **Format:** In writing to the person named in clause A10/140 unless specified otherwise.
3. **Response:** Do not proceed until response has been received.

130 Products

1. **Definition:** Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works.
2. **Includes:** Goods, plant, materials, site materials and things for incorporation into the Works.

135 Site equipment

1. **Definition:** Apparatus, appliances, machinery, vehicles or things of whatsoever nature required in or about the construction for the execution and completion of the Works but not materials or other things intended to form or forming part of the Permanent Works.
2. **Includes:** Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities.
3. **Excludes:** Products and equipment or anything intended to form or forming part of the permanent works.

140 Drawings

1. **Definitions:** To BSRIA BG 6, 'A design framework for building services: Design activities and drawing definitions'.
2. **CAD data:** In accordance with ISO 19650.

145 Contractor's choice

1. **Meaning:** Selection delegated to the Contractor, but liability to remain with the specifier.

155 Submit proposals

1. **Meaning:** Submit information in response to specified requirements.

160 Terms used in specification

1. **Remove:** Disconnect, dismantle as necessary and take out the designated products or work and associated accessories, fixings, supports, linings and bedding materials. Dispose of unwanted materials. Excludes removal and disposal of associated pipework, wiring, ductwork or other services.
2. **Remediate:** Action or measures taken to lessen, clean up, remove or mitigate the existence of hazardous materials; in accordance with standards, or requirements as may be set out by statutes, rules, regulations or specification.
3. **Fix:** Receive, unload, handle, store, protect, place and fasten in position; dispose of waste and surplus packaging. To include all labour, materials and site equipment for that purpose.

4. **Supply and fix:** As above, but including supply of products, components or systems to be fixed, together with everything necessary for their fixing. All products, components or systems are to be supplied and fixed unless stated otherwise.
5. **Keep for reuse:** Do not damage designated products or work. Clean off bedding and jointing materials. Stack neatly, protect adequately and store until required by the employer/ purchaser, or until required for use in the works as instructed.
6. **Keep for recycling:** As 'keep for reuse', but relates to a naturally occurring material rather than a manufactured product.
7. **Make good:** Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement.
8. **Replace:** Supply and fix new products matching those removed. Execute work to match original new state of that removed.
9. **Repair:** Execute remedial work to restore something to its original working state. Make secure, sound and neat. Excludes redecoration and/ or replacement.
10. **Refix:** Fix removed products.
11. **Ease:** Adjust moving parts of designated products, or work to achieve free movement and good fit in open and closed positions.
12. **Match existing:** Provide products and work of the same appearance and features as the original, excluding ageing and weathering. Make joints between existing and new work as inconspicuous as possible.
13. **System:** Equipment, accessories, controls, supports and ancillary items (including installation) necessary for that section of the work to function.

170 Manufacturer and product reference

1. **Definition:** When used in this combination:
 - 1.1. **Manufacturer:** the person or legal entity under whose name or trademark the particular product, component or system is marketed
 - 1.2. **Product reference:** the proprietary brand name and/ or identifier by which the particular product, component or system is described.
2. **Currency:** References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.

200 Substitution of products

1. **Products:** If an alternative product to that specified is proposed, obtain approval before ordering the product.
2. **Reasons:** Submit reasons for the proposed substitution.
3. **Documentation:** Submit relevant information, including:
 - 3.1. manufacturer and product reference;
 - 3.2. cost;
 - 3.3. availability;
 - 3.4. relevant standards;
 - 3.5. performance;
 - 3.6. function;
 - 3.7. compatibility of accessories;
 - 3.8. proposed revisions to drawings and specification;
 - 3.9. compatibility with adjacent work;
 - 3.10. appearance;
 - 3.11. copy of warranty/ guarantee.
4. **Alterations to adjacent work:** If needed, advise scope, nature and cost.

5. **Manufacturers' guarantees:** If substitution is accepted, submit before ordering products.

210 Cross references

1. **Accuracy:** Check remainder of the annotation or item description against the terminology used in the section or clause referred to.
2. **Related terminology:** Where a numerical cross reference is not given, the relevant sections and clauses of the specification will apply.
3. **Relevant clauses:** Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply.
4. **Discrepancy or ambiguity:** Before proceeding, obtain clarification or instructions.

220 Referenced documents

1. **Conflicts:** Specification prevails over referenced documents.

230 Equivalent products

1. **Inadvertent omission:** Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included.

240 Substitution of standards

1. **Specification to British Standard or European Standard:** Substitution may be proposed complying with a grade or category within a national standard of another Member State of the European Community or an international standard recognised in the UK.
2. **Before ordering:** Submit notification of all such substitutions.
3. **Documentary evidence:** Submit for verification when requested as detailed in clause A31/200. Any submitted foreign language documents must be accompanied by certified translations into English.

250 Currency of documents and information

1. **Currency:** References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender.

260 Sizes

1. **General dimensions:** Products are specified by their co-ordinating sizes.
2. **Timber:** Cross section dimensions shown on drawings are:
 - 2.1. Target sizes as defined in BS EN 336 for structural softwood and hardwood sections.
 - 2.2. Finished sizes for non-structural softwood or hardwood sawn and further processed sections.

Documents provided on behalf of the employer

410 Additional copies of drawings/ documents

1. **Additional copies:** Issued free of charge.

440 Dimensions

1. **Scaled dimensions:** Do not rely on.

450 Measured quantities

1. **Ordering products and constructing the Works:** The accuracy and sufficiency of the measured quantities is not guaranteed.
2. **Precedence:** The specification and drawings shall override the measured quantities.

460 The specification

1. Coordination: All sections must be read in conjunction with Main Contract Preliminaries/ General conditions.

Documents provided by contractor/ subcontractors/ suppliers

630 Technical literature

1. Information: Keep on site for reference by all supervisory personnel:
 - 1.1. Manufacturers' current literature relating to all products to be used in the Works.
 - 1.2. Relevant British, EN or ISO Standards.

Ω End of Section

A32 Management of the works

Generally

120 Insurance

1. **Documentary evidence:** Before starting work on site submit details, and/ or policies and receipts for the insurances required by the Conditions of Contract.

130 Insurance claims

1. **Notice:** If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, immediately give notice to the employer/ client, the person administering the Contract on their behalf and the Insurers.
2. **Failure to notify:** Indemnify the employer/ client against any loss, which may be caused by failure to give such notice.

Programme/ progress

210 Programme

1. **Master programme:** Immediately when requested and before starting work on site submit in an approved form a master programme for the Works, which must include details of:
 - 1.1. Planning and mobilisation by the Contractor
 - 1.2. Subcontractor's work.
 - 1.3. Running in, adjustment, commissioning and testing of all engineering services and installations.
 - 1.4. Work resulting from instructions issued in regard to the expenditure of provisional sums.
 - 1.5. Work by others concurrent with the Contract.
2. Submit one copy.

260 Site meetings

1. **General:** Site meetings will be held to review progress and other matters arising from administration of the Contract.
2. **Frequency:**
3. **Location:**
4. **Accommodation:** Ensure availability at the time of such meetings.
5. **Attendees:** Attend meetings and inform subcontractors and suppliers when their presence is required.
6. **Chairperson** (who will also take and distribute minutes):

Control of cost - No Amendments

Ω End of Section

A33 Quality standards/ control

Standards of products and executions

110 Incomplete documentation

1. General: Where and to the extent that products or work are not fully documented, they are to be:
 - 1.1. Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used.
 - 1.2. Suitable for the purposes stated or reasonably to be inferred from the project documents.
2. Contract documents: Omissions or errors in description and/ or quantity shall not vitiate the Contract nor release the Contractor from any obligations or liabilities under the Contract.

120 Workmanship skills

1. Operatives: Appropriately skilled and experienced for the type and quality of work.
2. Registration: With Construction Skills Certification Scheme.
3. Verification: When requested, operatives must produce evidence of skills/ qualifications.

130 Quality of products

1. Generally: New. (Proposals for recycled products may be considered).
2. Supply of each product: From the same source or manufacturer.
3. Whole quantity of each product required to complete the Works: Consistent kind, size, quality and overall appearance.
4. Tolerances: Where critical, measure a sufficient quantity to determine compliance.
5. Deterioration: Prevent. Order in suitable quantities to a programme and use in appropriate sequence.

135 Quality of execution

1. Generally: Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment.
2. Colour batching: Do not use different colour batches where they can be seen together.
3. Dimensions: Check on-site dimensions.
4. Finished work: Without defects, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance.
5. Location and fixing of products: Adjust joints open to view so they are even and regular.

140 Evidence of Compliance

1. Proprietary products: Retain on site evidence that the proprietary product specified has been supplied.
2. Performance specification: Submit evidence of compliance, including test reports indicating:
 - 2.1. Properties tested.
 - 2.2. Pass/ fail criteria.
 - 2.3. Test methods and procedures.
 - 2.4. Test results.
 - 2.5. Identity of testing agency.
 - 2.6. Test dates and times.
 - 2.7. Identities of witnesses.
 - 2.8. Analysis of results.

150 Inspections

1. **Products and executions:** Inspection or any other action must not be taken as approval unless confirmed in writing referring to:
 - 1.1. Date of inspection.
 - 1.2. Part of the work inspected.
 - 1.3. Respects or characteristics which are approved.
 - 1.4. Extent and purpose of the approval.
 - 1.5. Any associated conditions.

160 Related work

1. **Details:** Provide all trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is:
 - 1.1. Appropriately complete.
 - 1.2. In accordance with the project documents.
 - 1.3. To a suitable standard.
 - 1.4. In a suitable condition to receive the new work.
2. **Preparatory work:** Ensure all necessary preparatory work has been carried out.

170 Manufacturer's recommendations/ instructions

1. **General:** Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender.
2. **Exceptions:** Submit details of changes to recommendations or instructions.
3. **Execution:** Use ancillary products and accessories supplied or recommended by main product manufacturer.
4. **Products:** Comply with limitations, recommendations and requirements of relevant valid certificates.

180 Water for the works

1. **Mains supply:** Clean and uncontaminated.
2. **Other:** Do not use until:
 - 2.1. Evidence of suitability is provided.
 - 2.2. Tested to BS EN 1008 if instructed.

Samples/ approvals

220 Approval of products

1. **Submissions, samples, inspections and tests:** Undertake or arrange to suit the Works programme.
2. **Approval:** Relates to a sample of the product and not to the product as used in the Works. Do not confirm orders or use the product until approval of the sample has been obtained.
3. **Complying sample:** Retain in good, clean condition on site. Remove when no longer required.

230 Approval of execution

1. **Submissions, samples, inspections and tests:** Undertake or arrange to suit the Works programme.
2. **Approval:** Relates to the stated characteristics of the sample. (If approval of the finished work as a whole is required this is specified separately). Do not conceal, or proceed with affected work until compliance with requirements is confirmed.
3. **Complying sample:** Retain in good, clean condition on site. Remove when no longer required.

Accuracy/ setting out generally

320 Setting out

1. **General:** Submit details of methods and equipment to be used in setting out the Works.
2. **Levels and dimensions:** Check and record the results on a copy of drawings. Notify discrepancies and obtain instructions before proceeding.
3. **Inform:** When complete and before commencing construction.

330 Appearance and fit

1. **Tolerances and dimensions:** If likely to be critical to execution or difficult to achieve, as early as possible either:
 - 1.1. Submit proposals; or
 - 1.2. Arrange for inspection of appearance of relevant aspects of partially finished work.
2. **General tolerances (maximum):** To BS 5606, tables 1 and 2.

340 Critical dimensions

1. **Critical dimensions:** Set out and construct the Works to ensure compliance with the tolerances stated.
2. **Location:** Detailed on drawings

360 Record drawings

1. **Site setting out drawing:** Record details of all grid lines, setting-out stations, benchmarks and profiles. Retain on site throughout the Contract and hand over on completion.

Services generally

435 Electrical installation certificate

1. **Submit:** When relevant electrical work is completed.
2. **Original certificate:** To be lodged in the Building Manual.

445 Service runs

1. **General:** Provide adequate space and support for services, including unobstructed routes and fixings.
2. **Ducts, chases and holes:** Form during construction rather than cut.
3. **Coordination with other works:** Submit details of locations, types/ methods of fixing of services to fabric and identification of runs and fittings.

450 Mechanical and electrical services

1. **Final tests and commissioning:** Carry out so that services are in full working order at completion of the Works.
2. **Building Regulations notice:** Copy to be lodged in the Building Manual.

Supervision/ inspection/ defective work

560 Tests and inspections

1. **Timing:** Agree and record dates and times of tests and inspections to enable all affected parties to be represented.
2. **Confirmation:** One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time.

3. **Records:** Submit a copy of test certificates and retain copies on site.

610 Defective products/ executions

1. **Proposals:** Immediately any work or product is known, or appears, to be not in accordance with the Contract, submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution.
2. **Acceptability:** Such proposals may be unacceptable and contrary instructions may be issued.

Work at or after completion

710 Work before completion

1. **General:** Make good all damage consequent upon the Works.
2. **Temporary markings, coverings and protective wrappings:** Remove unless otherwise instructed.
3. **Cleaning:** Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials.
4. **Cleaning materials and methods:** As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction.
5. **COSHH dated data sheets:** Obtain for all materials used for cleaning and ensure they are used only as recommended by their manufacturers.
6. **Minor faults:** Touch up in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions.
7. **Moving parts of new work:** Adjust, ease and lubricate as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.

Ω End of Section

A34 Security/ safety/ protection

Security, health and safety

210 Safety provisions for site visits

1. **Safety:** Submit details in advance of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site.
2. **Protective clothing and/ or equipment:** Provide and maintain on site for visitors to the-site.

Protect against the following

380 Fire prevention

1. **Duty:** Prevent personal injury or death, and damage to the Works or other property from fire.
2. **Standard:** Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by Construction Industry Publications and The Fire Protection Association (The 'Joint Fire Code').

410 Moisture

1. **Wetness or dampness:** Prevent, where this may cause damage to the Works.
2. **Drying out:** Control humidity and the application of heat to prevent:
 - 2.1. Blistering and failure of adhesion.
 - 2.2. Damage due to trapped moisture.
 - 2.3. Excessive movement.

420 Infected timber/ Contaminated materials

1. **Removal:** Where instructed to remove material affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building.
2. **Testing:** carry out and keep records of appropriate tests to demonstrate that hazards presented by concentrations of airborne particles, toxins and other microorganisms are within acceptable levels.

430 Waste

1. **Waste:** Includes rubbish, debris, spoil, containers and packaging, and surplus material requiring disposal.
2. **Requirement:** Minimize production and prevent accumulation of waste. Keep the site and works clean and tidy. Clean out voids and cavities in the construction before closing.
3. **Disposal:** Collect and store in suitable containers. Remove from site and dispose of in a safe and competent manner, as approved and directed by the waste regulation authority.
4. **Recyclable material:** Sort and dispose of at a materials recycling facility approved by the waste regulation authority.
5. **Documentation:** Retain on-site.

440 Electromagnetic interference

1. **Duty:** Prevent excessive electromagnetic disturbance to apparatus outside the site.

460 Powder actuated fixing systems

1. **Use:** Not permitted.

470 Invasive species

1. **General:** Prevent the spread of species (e.g. plants or animals) that may adversely affect the site or works economically, environmentally or ecologically.
2. **Special precautions:**
3. **Duty:** Report immediately any suspected invasive species discovered during execution of the works.
 - 3.1. Do not disturb.
 - 3.2. Agree methods for safe eradication or removal.

Protect the following

510 Existing services

1. **Confirmation:** Notify all service authorities, statutory undertakers and/ or adjacent owners of proposed works not less than one week before commencing site operations.
2. **Identification:** Before starting work, check and mark positions of utilities/ services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners.
3. **Work adjacent to services**
 - 3.1. Comply with service authority's/ statutory undertaker's recommendations.
 - 3.2. **Adequately protect, and prevent damage to services:** Do not interfere with their operation without consent of service authorities/ statutory undertakers or other owners.
4. **Identifying services**
 - 4.1. **Below ground:** Use signboards, giving type and depth;
 - 4.2. **Overhead:** Use headroom markers.
5. **Damage to services:** If any results from execution of the Works:
 - 5.1. Immediately give notice and notify appropriate service authority/ statutory undertaker.
 - 5.2. Make arrangements for the work to be made good without delay to the satisfaction of service authority/ statutory undertaker or other owner as appropriate.
 - 5.3. Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability.
6. **Marker tapes or protective covers:** Replace, if disturbed during site operations, to service authority's/ statutory undertakers recommendations.

640 Materials for recycling/ reuse

1. **Duty:** Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants.
2. **Storage:** Stack neatly and protect until required by the Employer or for use in the Works as instructed.

Ω End of Section

A50

Work/ products by/ on behalf of the employer

Clauses

110 Work by/ on behalf of employer

1. Title: TBC
2. Description of work:
3. Carried out by:
4. Attendance: Allow for the following additional to those reasonably required by the conditions of contract:-

Ω End of Section

Appendix D

PCSA Fee and Pricing Document

The Beacon, Bradford
 First Stage Tender Document
 17 June 2024

COST SUMMARY

1 PRE-CONSTRUCTION SERVICES

Ref.	Description	Total (£)	Notes
1.1	Pre-Construction Services Fee	0	Fixed cost, refer to separate breakdown
	FIXED COST TOTAL	0	

Notes:

- Totals above carried forward from build up.
- Contractor to add further items within build up as required.
- Any quantities included either in this document or the drawings / specifications is for guidance only and should not be relied upon.

The Beacon, Bradford
 First Stage Tender Document
 17 June 2024

COST SUMMARY

2 MAIN CONTRACT WORKS

Ref.	Description	Total (£)	Notes
2.1	Main Contract Works Preliminaries	0	Fixed cost, refer to separate breakdown
FIXED COST TOTAL		0	
i	Overheads for 2nd Stage Tender Works		Fixed % / Lump Sum, to be added to 2nd Stage Tender
ii	Profit for 2nd Stage Tender Works		Fixed % / Lump Sum, to be added to 2nd Stage Tender
iii	Risk for 2nd Stage Tender Works		Fixed % / Lump Sum, to be added to 2nd Stage Tender

Notes:

- Totals above carried forward from build up.
- Contractor to add further items within build up as required.
- Any quantities included either in this document or the drawings / specifications is for guidance only and should not be relied upon.

3 MAIN CONTRACT PRELIMINARIES BUILD-UP

Ref.	Description	Nr	%	From wk	To wk	Total wks	Rate	Total (£)	Notes
1	Management and staff							0	
								0	
								0	
								0	
								0	
2	Labour							0	
								0	
								0	
								0	
3	Design and Consultant Fees							0	
								0	
								0	
								0	
4	Survey, inspections and monitoring							0	
								0	
								0	
5	Setting out							0	
								0	

3 MAIN CONTRACT PRELIMINARIES BUILD-UP

Ref.	Description	Nr	%	From wk	To wk	Total wks	Rate	Total (£)	Notes
6	Protection of works								
								0	
								0	
7	Crane (for The Beacon Installation)								
								0	
								0	
								0	
								0	
								0	
8	Small tools								
								0	
9	Completion and post-completion requirements								
								0	
10	Insurance, bonds, guarantees								
11	Other items (To be inserted by the Contractor as required)								

The Beacon, Bradford
 First Stage Tender Document
 17 June 2024



3 MAIN CONTRACT PRELIMINARIES BUILD-UP

Ref.	Description	Nr	%	From wk	To wk	Total wks	Rate	Total (£)	Notes
							Sub-Total	0	
	Overheads and Profit						0.00%	0	Firm OH&P on Prelims
							Total (Carried to Cost Summary)	0	

Appendix E
Strategic Programme

(TO FOLLOW)

Jackson Coles

Morelands, 5-23 Old Street, London EC1V 9HL 020 7608 8600
First Floor, 5 Canon Harnett Court, Wolverton Mill,
Milton Keynes MK12 5NF 01908 272 450

www.jacksoncoles.co.uk

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