



WAREHAM
Town Council

Main Tender Document

Project:

**Demolition, Design and Construction
of Howard's Lane Public Toilets**

**Howard's Lane,
Wareham, BH20 4HU**

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KEY INFORMATION:

Project Title: Demolition, Design, and Construction of New Public Toilets in Wareham

Client and Employer: Wareham Town Council

Contact for Queries: Samuel Dickins, Deputyclerk@wareham-tc.gov.uk

Issue Date: 18/10/2024

Submission Deadline: 31/01/2025

Aspirational Demolition Work on Site Commencement Date: 31/03/2025

Aspirational Construction Work on Site Commencement Date: 01/05/2025

Aspirational Open for Use: 30/06/2025

1.0 INTRODUCTION

Wareham Town Council invites tenders from experienced and qualified contractors for the demolition, design, and construction of the public toilets located in **Howard's Lane, Wareham, BH20 4HU**. This project must meet the Council's requirements for modern public amenities, be sensitive to the historic character of the area, and include pay-to-use functionality, as well as disability-friendly provisions.

The contract value for this project is **£140,000**, inclusive of all works, in accordance with UK public procurement legislation and the Public Contracts Regulations 2015, which govern this tender process.

2.0 PROJECT OVERVIEW

The project involves:

- The complete demolition of an existing block of public toilets.
- Design and construction of a new public toilet block in keeping with the Wareham Conservation Area architectural guidelines, planning legislation and the Wareham Neighbourhood Plan¹.
- Provision of facilities that are **disability-friendly**, integrating accessible features within unisex without the need for a separate disabled cubicle or segregated gendered cubicles and including a **pay-to-use system**.

The toilet facilities must be aesthetically appropriate for the **Conservation Area**, incorporating suitable traditional materials and designs while also providing modern features such as a pay-to-use system. All works must comply with relevant building standards and regulations.

2.1 Clarification Questions

To ensure fairness and transparency in the procurement process, prospective bidders are invited to submit clarification questions regarding any part of this tender document. Questions must be submitted via email to **Samuel Dickins, Deputyclerk@wareham-tc.gov.uk** no later than **28th January 2025** Responses to all clarification questions will be circulated to all bidders to ensure equal access to information.

¹ [Wareham Neighbourhood Plan 2019 – 2034. - Pg 64 A Locally Distinctive and Sustainable Place](#)

3.0 SCOPE OF WORK

3.1 Demolition Works

- Safe demolition and removal of the existing public toilet structure including
- Disposal of all waste materials in accordance with environmental and regulatory standards.
- Ensuring practicable measures to minimise disruption to the surrounding area and residents during demolition.
- Ensuring and arranging cap off work for utilities on site for the required duration.

3.2 Potential for Rectification of Structural Integrity Issues

Wareham Town Council will also consider tenders proposing works which will rectify existing structural integrity issues within the building such as rising damp in place of a demolition.

Should the tender proposal rectify the building's structural integrity issues, the redesign of the facilities within the building must still be in-keeping with the Council's vision for the facility outlined below.

3.3 Design Requirements

- **Architectural Design:** The new toilet block must reflect the character and heritage of the Wareham Conservation Area. The design must incorporate traditional materials (e.g., brick, stone, timber) and be sensitive to the heritage of the area, as outlined in the Wareham Neighbourhood Plan.
- **Functional Layout:** The facility must be well-planned to offer:
 - Unisex, self-contained toilet facilities integrated with accessibility features such as wide doorways, grab rails, and accessible cubicles.
 - A pay-to-use entry system, designed to ensure ease of use for all visitors, including those with disabilities.
 - Baby changing facilities in all sections.
 - Durable fixtures and fittings that are vandal-resistant and easy to clean.

Pay-to-Use System: A pay-to-use entry mechanism must be installed. This system should:

- Be modern and robust allowing contactless payments (e.g., via card or mobile payment).
- Be fully accessible for individuals with disabilities.
- Include appropriate signage and user instructions.

3.4 Sustainability and Accessibility: The facility should be energy and water efficient, incorporating low-flush toilets, sensor-activated lighting, and eco-friendly materials where practicable, cost-effective and in keeping with planning requirements. The toilets must comply with UK building regulations, including Part M (Access to and Use of Buildings), and should ideally avoid the need for a separate disabled cubicle by incorporating accessibility into the main male and female sections.

3.5 The Site

Front Profile of Howard's Lane Toilets, facing Howard Lane



Front Profile Howards Lane Toilets, Ladies' Entrance nearest North Street



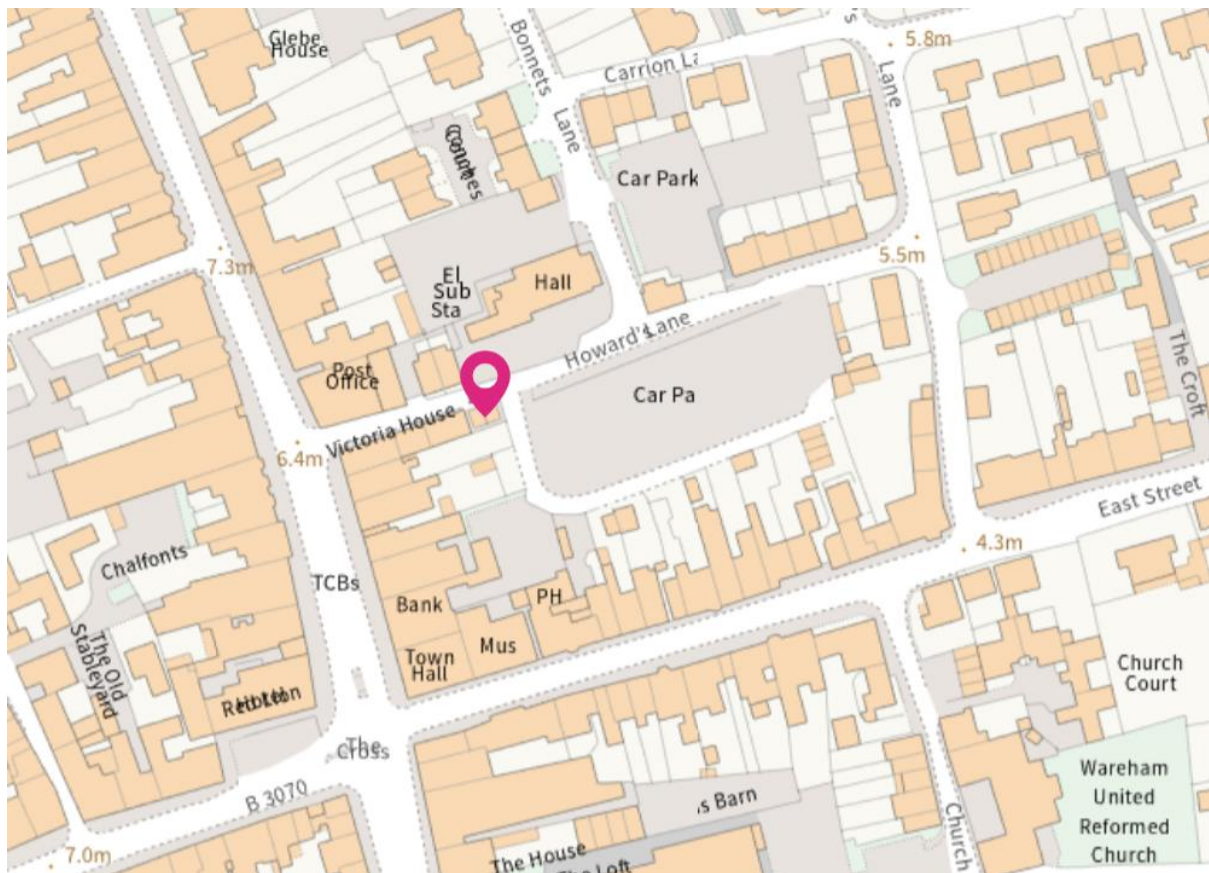
Front Profile Howard's Lane Toilets, Gents' Entrance nearest Howard's Lane Car Park



Side Profile Howard's Lane Toilet, Disabled Entrance from Howard's Lane Car Park



Howards Lane Toilets Location, BH20 4HU



3.6 Construction Works

- Construction of the toilet block in line with approved designs and compliance with all relevant building regulations.
- Installation of utilities (water, drainage, electricity), the pay-to-use system, and fixtures.
- External landscaping, if required, to integrate the building within its surroundings.
- Ensuring the safety of the site throughout construction and minimising disruption to the public.

3.7 Health and Safety

The contractor must submit a detailed **Health and Safety Plan** covering both the demolition and construction phases of the project. This plan must include:

- Measures for ensuring worker and public safety on and around the site.
- Compliance with the **Construction (Design and Management) Regulations 2015 (CDM Regulations)** and provision of a **Construction Phase Plan** to be approved by the Town Council prior to work commencing on-site.

3.8 Planning Permission and Building Regulations

The successful contractor will be responsible for ensuring that all works comply with the planning permissions and building regulations applicable to the project. The design and construction must adhere to:

- The **Wareham Neighbourhood Plan** and guidelines for the **Wareham Conservation Area**.
- Relevant sections of the **Town and Country Planning Act 1990**.
- UK Building Regulations, particularly **Part M (Access to and Use of Buildings)** and any additional local conservation requirements.

The Council will assist the successful bidder in obtaining the necessary permissions, however the contractor will be expected to liaise with local authorities for inspections and approvals for the project.

The contractor carries the onus and final responsibility for securing planning and any other required permissions.

3.9 Sustainability and Accessibility The design and construction of the new public toilets must promote environmental sustainability and full accessibility for all users. In line with best practices, the contractor must:

- Utilise eco-friendly materials and construction methods, including the use of **recycled materials** where feasible and **low VOC paints**.
- Wareham Town Council favours designs and constructions which incorporate or include sustainable energy generation features such as solar panels, photovoltaic equipment, etc.
- Incorporate **energy-efficient technologies**, such as **low-flush toilets, sensor-activated lighting**, and other water- and energy-saving devices.
- Ensure compliance with **Part M of the Building Regulations**, providing wide doorways, grab rails, and accessible cubicles integrated within the male and female facilities. Tactile signage should be installed for visually impaired users.

These sustainability and accessibility features should be clearly outlined in the contractor's design proposal and will be a key evaluation criterion.

3.10 Defects Liability Period

The successful contractor will be required to provide a **Defects Liability Period** of **12 months** from the date of practical completion of the works. During this period, the contractor shall be responsible for rectifying any defects or faults arising from the construction at their own cost.

3.11 Retention

The retention amount to be held over the Rectification Period will be **2.5%** of the contract sum. Subject to the satisfactory remedying of all defects the retention will be released to the contractor at the expiry of the Rectification Period which shall be mutatis mutandis the Due Date for Payment.

3.12 Defects Correction

During the **Defects Liability Period**, any defects identified must be corrected by the contractor within a reasonable timeframe, not exceeding **14 days** from notification. Persistent failure to correct defects may result in the council seeking remedial action at the contractor's expense.

3.13 Warranties and Guarantees

The contractor shall provide a minimum **two-year warranty** for the pay-to-use entry system and other major installations (e.g., plumbing and electrical systems). Any equipment or systems installed must be backed by a manufacturer's guarantee, ensuring that the Town Council is protected from potential future maintenance issues.

4.0 BUDGET

The total available budget for the works is **£140,000** (exclusive of VAT). Bidders must provide a clear breakdown of costs for:

- Demolition
- Design fees
- Construction and materials
- Pay-to-use system installation
- Utilities and site connections
- Landscaping and external works (if required)

5.0 SUBMISSION REQUIREMENTS

To ensure compliance with the Public Contracts Regulations 2015 and the UK Procurement Act, bidders must submit the following documentation:

Company Information:

- Full company details (name, address, contact information).
- Proof of legal status and relevant insurance (public liability, professional indemnity).
- Registration with relevant professional bodies.

Project Plan:

- A timeline for each phase of the project (demolition, design, construction).
- Proposed methodology for demolition and construction, with minimal impact on the surrounding area.
- A strategy for ensuring compliance with the Wareham Conservation Area guidelines.

Design Proposal:

- Conceptual designs and architectural drawings reflecting the conservation area's aesthetic.
- Details of materials and methods of construction.
- Specifications for the pay-to-use system and accessibility features.

Cost Breakdown:

- Detailed financial breakdown of all costs (labour, materials, overheads, etc.).
- Confirmation that the project will be delivered within the £140,000 budget.

Experience and References:

- Evidence of experience in similar projects, particularly in conservation areas or heritage sites.
- Contact details for two previous clients as references.

Health and Safety:

- A comprehensive health and safety plan for both demolition and construction.
- Evidence of compliance with the Construction (Design and Management) Regulations 2015 (CDM Regulations).

Sustainability and Accessibility:

- Outline of how the project will meet sustainability targets (energy efficiency, low water usage).
- Plan for ensuring disability-friendly access in line with Part M regulations.

6.0 EVALUATION CRITERIA

Tenders will be evaluated against the following criteria:

- **Design Quality (25%)** This criterion evaluates how well the proposed design integrates with the Wareham Conservation Area's architectural character, while incorporating modern features such as accessibility and sustainability. Bidders must demonstrate their ability to balance heritage preservation with functional, disability-friendly, and sustainable facilities.
- **Cost (25%)** This assesses whether the proposal adheres to the £140,000 budget, providing a clear breakdown of costs (demolition, design, construction, materials, etc.). Value for money will be a key consideration, but not at the expense of quality or compliance with specifications.
- **Experience and Track Record (20%)** This evaluates the contractor's previous experience with similar projects, particularly within conservation areas or heritage sites. Demonstrating a successful track record in delivering high-quality, on-budget projects in comparable settings will be crucial.
- **Social Value (10%)** This section measures the contractor's commitment to delivering social value to the community. This could include:
 - Local employment opportunities
 - Apprenticeships or skills training for residents
 - Environmental sustainability initiatives that go beyond basic requirements (e.g., reducing carbon footprint during the project)

A detailed plan for delivering social value, with measurable outcomes, will be assessed.

- **Project Timeline (10%)** The contractor's proposed timeline will be reviewed for its efficiency and practicality. Proposals that minimise disruption to the public and ensure timely project completion will be favoured.
- **Health & Safety (10%)** Robust health and safety plans will be evaluated, including compliance with CDM Regulations 2015 and specific safety measures during demolition and construction phases. Bidders must demonstrate a strong safety track record and provide comprehensive risk assessments.

7.0 SUBMISSION INSTRUCTIONS

Submissions must be submitted in writing in a **sealed envelope** marked 'TENDER' using the address outlined below by **31st January 2025** and include all required documentation. Late submissions will not be considered.

Address for submissions:

Nicola Gray, Town Clerk

Wareham Town Council, Town Hall,
East Street, Wareham, Dorset,
BH20 4NS

Please note that prospective applicants **MUST NOT** contact other colleagues within the Town Council or its Councillors in relation to the submission of their application, to discuss the works or anything else which can be considered an attempt to make their application or firm more favourable. This provision is outlined within the Council's Standing Orders.

Failure to adhere to this will result in disqualification.

For any queries regarding the tender, please contact:

Samuel Dickins

Deputy Town Clerk

Deputyclerk@wareham-tc.gov.uk

07950 940 215

7.1 Post-Tender Clarification

Wareham Town Council reserves the right to seek clarification on any aspect of the tender submissions after the tender deadline. This may involve written clarification or a clarification meeting, which will be conducted in a transparent and non-discriminatory manner. Any clarifications provided will form part of the final evaluation process.

8.0 Dorset Council Repairs, Maintenance, Minor and Small Capital Works Framework Compliance

This tender will be conducted under a mini competition between the 7 providers outlined within the **RMSCW Framework** for Minor Construction Works. The successful bidder will be selected in accordance with the pricing mechanism of the framework, using the **BCIS Building Maintenance Price Book 2017** for works between £100,000 and £250,000.

All submissions must adhere to the pricing structures and requirements set out in the RMSCW framework documentation.

8.1 Award Process and Standstill Period

Upon completion of the evaluation process, Wareham Town Council will notify the successful bidder(s) and issue a formal **intention to award notice**. Following this, a mandatory **10-day standstill period** will apply in accordance with the **Public Contracts Regulations 2015**. During this period, unsuccessful bidders will receive feedback on their submissions, and the contract will only be awarded after this standstill period concludes, assuming no valid objections have been raised.

We look forward to receiving your submission!

Wareham Town Council

Notice Issued 11/11/2024