

### Wardens' Workshop

To make a recommendation to Town Council whether to accept a quotation to install Gridforce ground reinforcement outside the wardens' workshop or to investigate relocating the door to the gable end of the building enabling machinery to exit onto existing concrete hardstanding as an alternative solution

### Background

It was resolved at a meeting of the Open Spaces Committee on 29 September 2015 (OS27) to investigate and cost options for matting and report at a future meeting. On 27 October 2015 it was resolved (OS43) to obtain 3 quotations to improve the surface outside the Wardens' Workshop and Garage rented to the Cricket Club.

### Quotations

Quotation requests (Appendix 1) were sent on 14 April 2016 to the following contractors:

- Abacus Groundworks
- Dave Creed & Sons
- Gartell & Son Ltd
- L M Gigg Groundworks
- Paul Hadderton

Disappointingly only one responded; a quotation had previously been received from Gridforce, manufacturers of the ground reinforcement and a further quotation has since been received from C & T Builders.

Contractor A	£11,500
Contractor B	£18,980
Contractor C	£12,750

### Alternative Option

It is possible to install a new roller shutter door to the gable end of the Wardens' Workshop which would enable machinery to exit onto existing concrete hardstanding and drive onto The Mead.

A quotation has been received for this work totalling £7,000 made up as follows:

- Western Power costs to move electricity meter £2,500 (maximum)
- Electrician costs to reconnect after Western Power's work £1,000 (maximum)
- Fit new Avon door 3m x 3m with manual opening and built in wicket door £1,500
- Costs to break out concrete for Western Power, remove all metal sheeting and make new steel frame for Avon doors to fix to, make all flashings and finish off around opening £2,000



**ILMINSTER TOWN COUNCIL**

*Remedial Groundworks  
Wardens' Workshop,  
Wharf Lane Recreation Ground,  
Ilminster*

**QUOTATION REQUEST**

Miss Joy Norris - Town Clerk  
Ilminster Town Council  
Council Offices  
North Street  
Ilminster  
Somerset  
TA19 0DG

01460 52149  
[town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)

14 April 2016

## ILMINSTER TOWN COUNCIL

### INSTRUCTIONS FOR SUBMITTING QUOTATIONS

1. Contractors will be held to have fully informed and satisfied themselves by their own independent observations and enquiries, including where appropriate site visits and inspection of drawings, as to the nature, extent and practicability of the works and where appropriate the positions relevant thereto of buildings, structures, the means of access to the works and all other points which can in any way affect the prices inserted in the Form of Quotation.
2. Where the drawings are issued with documents, quotations will be based on them.
3. Where a quotation requires entry by the contractor they must be completed in ink or typescript and signed by the contractor.
4. All contract documents, including drawings, whether a quotation is submitted or not, remain the property of Ilminster Town Council and shall be treated as private and confidential.
5. Quotations shall remain open for acceptance for a period of **90 days** after the latest date for submission.
6. The Council will not be responsible for or pay any expenses or losses, which the contractor may incur in the preparation of their quotation.
7. Quotations are to be returned to: Miss Joy Norris, Town Clerk, Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG.

**QUOTATIONS TO BE RECEIVED BY NO LATER THAN 12NOON ON 6 MAY 2016**

## SPECIFICATION

To undertake the infrastructure construction of an entranceway and additional works using Gridforce permeable paving system and finished with a gravel finish, size of area approx. 230m<sup>2</sup>.

- Come to site and excavate to a depth of 300mm below the desired finished levels and excavated material will be removed from site,
- Lay a non-woven geotextile across the site to act as a ground protection layer.
- Put down 230mm of Type 3 hardcore and compact.
- Lay a non-woven geotextile across the site to act as a weed protection layer
- Lay a 30mm blinding layer of 10mm hard angular stone.
- Install the Gridforce GF 40 in black or green permeable grid system and bed onto blinding layer.
- Infill whole area with 10mm hard angular gravel.
- Roll turf in to the paver cells at the point of the cricket pitch boundary.
- Install tanalised timber edgings to the perimeter.

### Note:

- (i) Gridforce GF 40 supplied by Corden Ltd, Industrial estate South, Park Road, Calverton, Nottingham, NG14 6BP, tel 0115 965 7303
- (ii) Paul Allen, Site Manager at Corden has been to site and is willing to talk to potential contractors.



*Looking from Wardens' Workshop,  
photo taken January 2016*



*Looking towards Wardens'  
workshop*



## **HEALTH & SAFETY – INCLUDING METHOD STATEMENT**

The working area and any storage area must be fenced off to protect members of the public.

The contractor is to provide with the quotation, a simple method statement to show the method of working and in particular how safety of the public and workers will be ensured during the course of the works.

## **INSURANCE**

The contractor shall maintain a comprehensive policy of public liability and employer's liability insurance. In respect of its liability such insurance cover to be maintained and provide for a minimum of £5,000,000 (FIVE MILLION POUNDS). Cover in respect of death of personal injury due to negligence will be unlimited.

A copy of the contractors insurance should be provided with their quotation submission.

## **PAYMENTS**

Payment to the contractor will be within 28 days of receipt of invoice subject to agreement of the account by the Council's officer.

## **REFERENCES**

Please provide names of 2 people/organisations for whom you have undertaken similar work.

**Contractor's Name:** .....  
(in block letters)

**SHORT DESCRIPTION OF WORKS:-**

Remedial Groundworks, Wardens' Workshop, Wharf Lane Recreation Ground, Ilminster

**FORM OF QUOTATION**  
**Closing Date & Time: 6 May 2016 12 noon**

To: Miss Joy Norris – Town Clerk  
Ilminster Town Council  
Council Offices  
North Street  
Ilminster  
Somerset  
TA19 0DG

Having examined the specification for the above-mentioned works, we offer to carry out the whole of the said works in conformity with the said specification for the sum of

£.....

We can advise that once the Quotation is formally accepted we can anticipate being able to commence the work within ..... weeks and complete the works within ..... weeks.

This quotation together with your written acceptance thereof, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any other quotation you may receive and that this quotation will remain open for acceptance for a period **90 days** from the latest date for receipt of quotations.

**Reference Contact 1:**

Contact Name: ..... Company Name: .....

Address: .....

Phone No: ..... e-mail address: .....

**Reference Contact 2:**

Contact Name: ..... Company Name: .....

Address: .....

Phone No: ..... e-mail address: .....

Yours faithfully

Signature: ..... Date: .....

Name : ..... Company: .....

Address: .....

.....

Tel No: ..... e-mail: .....