



RFQ - Specification

Request for Quotation

RFQ Title Renovation to amenities at Bingara Fitness Centre

RFQ Number 2019-2

Issue Date 11/07/2019

Quotations close on Friday 16th August at 5.00pm.

Quotations may be delivered to Council Offices, or emailed to mail@gwydir.nsw.gov.au.

Please mark your quotation with RFQ 2019-2

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1. Introduction

Gwydir Shire Council is looking to engage a suitable contractor to undertake works to renovate the existing amenities at the Bingara Sporting Club. Amenities will service the users of the Gwydir Fitness Centre located at the rear of the building.

Any interested contractors are invited to ask questions and undertake a site inspection with the Project Manager. An appointment can be made by contacting Graham Cutmore on 02 6724 2005 during business hours.

2. Background Information

The existing amenities are dated and are not fit for purpose. The existing floor footprint has the necessary space to accommodate the proposed layout as per attachment 2019-1-2.

The current facilities are utilised by the adjoining kitchen and restaurant area. Interruptions or changes in access to these facilities or the club in general and their patrons will be a consideration.

The Bingara Sporting Club is the owners of the Asset (existing and future). Council as the funding body is responsible for the project and will be project managing in consultation with the Bingara Sporting Club. The Project is being funded through NSW Government Funding – Stronger Country Communities Funding – Round 2 following a request and application proposed by the Friends of Bingara Fitness Centre Committee.

3. Objectives / Outcomes

To deliver functioning, accessible and easy to maintain amenities for both men and women which allow shower, change and restroom capability.

To deliver the project within the agreed budget.

To deliver the project within the defined time frame.

To deliver the project in line with the Funding Deed Conditions.

4. Scope of Works and Specification and Requirements of the Contract

To supply and deliver the proposed amenities in-line with the layout plans and specifications as detailed in this RFQ including:

- Site Preparation and isolation to a safe construction work site standard including signage.
- Demolition of existing internal structure, fittings, fixtures, and removal from site.
- Council will be responsible for the demolition and removal of internal sheeting that may contain asbestos.

- Plumbing – all plumbing works including excavation and removal of existing plumbing and drainage where necessary and removal of materials from site. Connection to existing hot water or supply and fit new system. Re-locate existing floor waste and drainage for the new amenities and toilet including wet sealing. Bathroom furniture, being:
 - 1 toilet
 - 1 shower
 - 1 single Caroma Carbon 11' wall hung vanity with posh Bristol mixer
 - 1 Hand towel dispenser
 - 1 Toilet roll dispenser
 - Connection to hot water system or supply and fit additional system(s)
- All plumbing labour and materials and plant hire.
- All lighting and electrical installation including labour and materials. Installation of lighting in toilets and shower, ventilation, exhaust extraction and power point in change area next to mirror.
- Fit and install 2 x 600mm x 450mm mirrors
- Re-sheet walls and ceiling of female W.C. and shower with Villaboard F.C. sheeting. Fit 50mm cover cornices.
- Installation of new large format tiles, floor to ceiling (aprox 2450mm) in new shower.
- Remove existing louvre window and install new aluminium-framed fixed vent window (approx 125-65mm) with privacy glass.
- Installation of internal partition and seat for the new shower.
- Installation of new Bristol bench or equivalent as approved by project manager.
- Installation of new solid core door at back entry to building and Strategy security to install FOB entry.
- Form new doorway and swing new 720mm solid core door with passage set and privacy latch and identification sign.
- Installation of new 770mm doors to men and women's amenities including signage – solid doors.
- Installation of new large-format floor tiles to Female W.C., shower room and hallway. Grade evenly to floor wastes where required.
- Paint ceilings in female W.C., shower room, hallway and all joinery in these areas.
- Building labour.
- Building materials including concrete.
- Building plant and equipment, scaffolding or barrier hire.
- Painting all walls and ceiling, frameworks and doors where required with suitable paint with anti-mould properties.
- Site clean-up and restoration if necessary.

5. Other Deliverables and Conditions

All materials should be fit for purpose and be of a commercial grade.

All works will be subject to any approvals if required.

All works and materials will be in line with the relevant Building Codes of Australia and Australian Standards

All Works Safe measures will be undertaken by the contractor including site inductions, safety plans and reporting and taking appropriate steps for any instances which may occur.

Works will be completed to the agreed time frame as defined by the successful contractor which will be reasonable for the works to be undertaken.

All interruptions to business for the Sporting Club will be notified with reasonable notice and in consultation with the Club Management and Councils Project Officer

The management of the project will be overseen by Councils Appointed Project Manager. Any changes made to the original contract must be approved by the project manager prior to work commencement.

6. Contractor Resource Requirements, Qualifications and Accreditations

All responses must address the following:

- Builder Licence Number
- Insurer Certificate of Currency
- Since 2015 Gwydir Shire Council has required all contractors to be registered with Statewide Mutual's Contractor Insurance Management System (CIMS/Sitepass) prior to engagement. This is a mandatory requirement to allow contractor insurances to be verified before engagement by Council (while not required at quotation, this is, however, a requirement for the successful applicant).

7. Insurance Requirements

Insurance Type	Insurance Amount Required	Specific Insurance Requirements
Public Liability	\$20 million	Certificate of Currency
Workers Compensation	Policy Based	Certificate of Currency
Motor Vehicle – Comprehensive & CTP	CTP and Comprehensive	Certificate of Currency

8. Project Timelines

Event / Task / Milestone	Details	Commencement Date	Completion Date
Site Initiation	Site Isolation and necessary signage	TBA	TBA
Demolition	Internal Walls fittings and fixtures including any drainage excavation	TBA	TBA
Completion of Construction and Works	Complete including internal walls, panelling, plumbing and drainage, electrical, painting, doors and signage	TBA	TBA
Note – Timeline will be negotiated with successful Contractor.			

9. Service Levels & Key Performance Indicators (KPI's)

This contract will be performance managed by the project manager during regular site inspections

10. Reporting Requirements

Quotations should be itemised to show materials, labour, contracted costs for elements such as electrical and plumbing. This should be presented in an itemised table format

A Final Project report will be delivered by the project manager in conjunction with the contractor to meet the Funding Agreement reporting terms and conditions.

11. Table of Attachments

The attached documents are provided to be read in conjunction with this document to provide Respondents with complete detail relating to the requirements of the RFQ.

Attachment No.	Attachment Title
2019-1-1	Existing layout plans
2019-1-2	New Layout Plans
2019-1-2	Drainage diagram for the Bingara Sporting Club