VIRGIN ISLANDS
RECOVERY AND
DEVELOPMENT AGENCY

Scope of Works
A.O. Shirley Grounds – Pavilion Repairs

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Recovery and Development Agency 1st Floor, Ritter House Wickham's Cay II P.O. Box 3438 Road Town, Tortola, VG 1110 British Virgin Islands	**Invitation to Tender No.** **RDA/ITT/2020/001/NCB** Tender submission date: 13/03/2020 Time: 16:00 hours

The contents of this Invitation to Tender must not be disclosed to unauthorized persons and must be used only for the purposes of tendering. Please read these documents carefully before tendering.

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First Floor, Ritter House,

Wickham's Cay II, Tortola VG1110, Virgin Islands

1. Introduction

The A.O. Shirley Grounds pavilion suffered major damage during the 2017 hurricanes, losing the roof, doors and windows. This has left floors and wall exposed to the weather.

This Scope of Works sets out the requirement by you, the Contractor, for this project. The project is to include **all necessary repairs, changes to the rooms and alterations of use** as explained in this document, and **a new, reinforced, roof and canopy** (as per the attached structural drawings).

2. Location

The works are located at the A.O. Shirley Grounds site, which is in Road Town, Tortola. The exact location of the site is shown below at Figure 1.

FIGURE 1 - AERIAL PHOTO OF A.O. SHIRLEY GROUNDS, WITH SITE BOUNDARIES DENOTED BY THE BLUE LINE, AND THE PAVILION HIGHLIGHTED WITH A RED ARROW.

3. The Scope of Works

The summary scope of this project is to **repair the existing pavilion building**, conducting all necessary changes for use as per Figure 2, below. This will include replacing the existing flooring, repairing the bathrooms, demolishing, resizing and building walls as necessary, building a new timber roof and canopy and repairing the external seating area.

Structural design drawings have been prepared for the new timber roof and canopy and are attached to this Tender Pack for your use in preparing and submitting a response.

The photographs and schematics provided are to assist the Contractor to understand the site location and are not intended to show the full scope of works within each section on their own. The RDA will be available to answer any queries relating to this work.

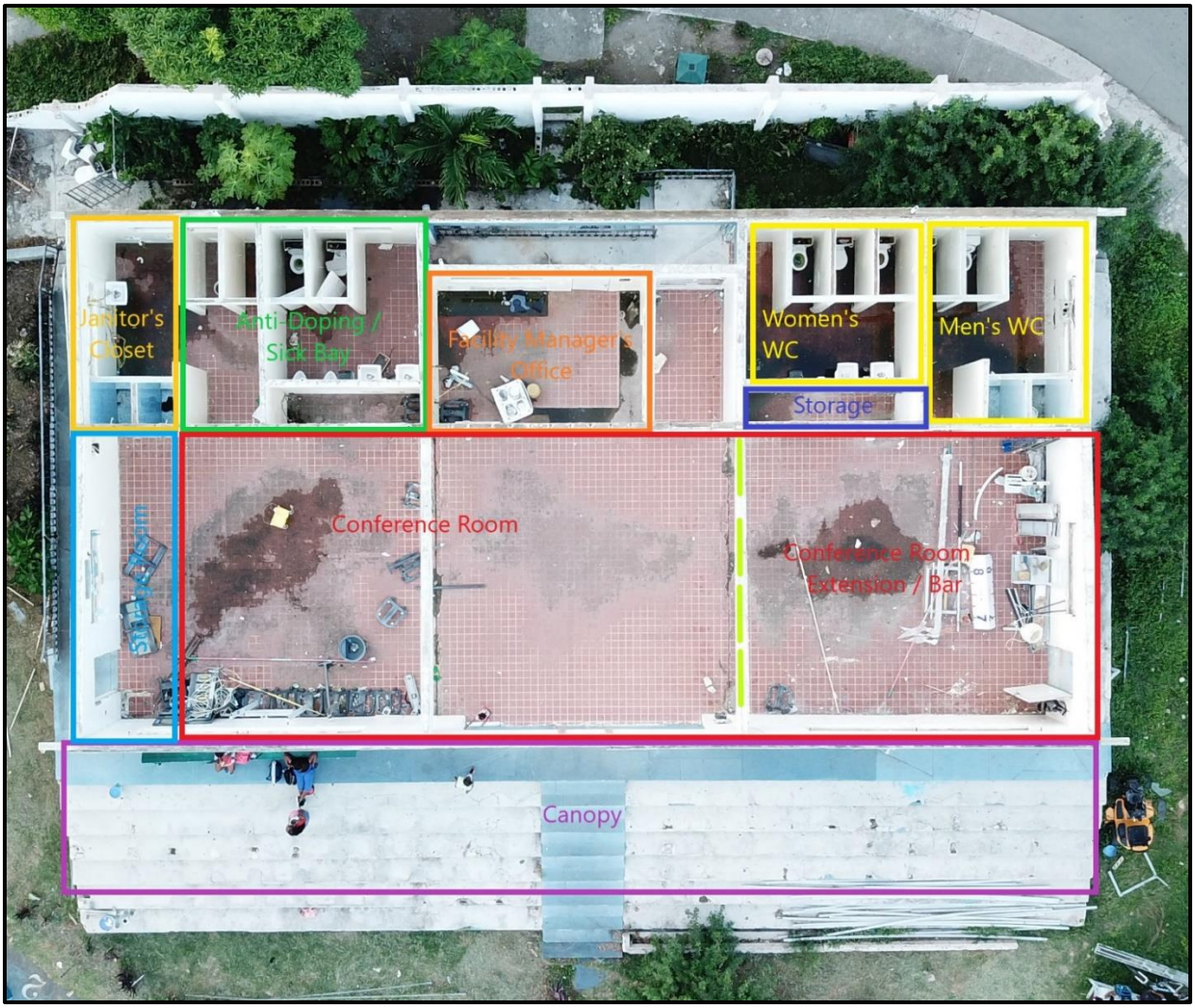

FIGURE 2 - AERIAL PHOTO OF THE PAVILION SHOWING THE NEW USE OF AREAS AND THE NEW CANOPY PROJECTION

3.1. Construction of Timber Roof and Canopy

The Contractor must build a new timber roof and canopy as per the supplied structural design drawings.

All the timber used will be machine stress graded and treated for termites. All the structural timber must be pressure treated grade 1. All the connectors shall be stainless steel and painted (use black bitumen paint when hidden and painted with similar color to the walls for the exposed ones. All connectors shall have a minimum 12-gauge thickness.

3.2. Adapting the Pavilion to its new proposed use

The contractor will need to make all necessary changes to adapt the pavilion for its new use. This will include replacement of the floor, demolishing/repairing/constructing walls as necessary (new walls to be of 8 inch, 2-core hollow block construction with a #4 reinforcement bar at 24" o.c. minimum with horizontal ladder type reinforcement laid at maximum every 3 courses unless otherwise noted). Block-wall reinforcement details are part of the supplied Construction Notes (drawing ST-000).

The two bathrooms need to be accessible for persons with disabilities having at least one ADA-compliant toilet in each male and female bathroom. The janitor's closet must have a sink and a shower.

The janitor's closet and each one of the bathrooms will have one double-socket power-outlet each while the Facilities Manager's Office and the Sick Bay will have two and three double-socket power-outlets respectively. The Conference room will offer four double-socket power-outlets.

A main breaker panel and the field illumination control system will be installed in the Facilities Manager's Office, where not only the pavilion but also the external stadium lighting will be connected (connections to the stadium lighting is to be done by other contractors, but provisions within the breaker panel need to be made.

The Contractor is also responsible for supplying and installing doors, windows, air-conditioning units, emergency lighting (EXIT lights above the 4 external doors at the Conference area), smoke detectors and an LED lighting system throughout the building. Smoke detectors and LED lighting will used in all the rooms.

The following represents the required specification for each room. Each one of the rooms will receive the following improvements:

- Janitor's Closet: (1) 32" x 80" door
  (1) 2'-6" x 2'-0" window
  (1) sink
  (1) shower
  (1) GDFI power outlet
  (1) 1-way light switch

- Bathroom 1 (Women's): (1) 36" x 80" door
  (2) toilets
  (2) sinks
  (1) 2'-6" x 2'-0" window
  (1) GDFI power outlet
  (1) 1-way light switch

- Bathroom 2 (Men's): (1) 36" x 80" door
  (2) toilets
  (2) sinks
  (1) urinal
  (1) 2'-6" x 2'-0" window
  (1) GDFI power outlet(1) 1-way light switch

- Facilities Manager Office: (1) 36" x 80" door
  (1) 2'-6" x 2'-0" window
  (1) 9,600 BTU split a/c system
  (2) power outlets
  (1) 1-way light switch

- Anti-Doping / Sick Bay Room: (2) 36" x 80" door
  (1) 2'-6" x 3'-0" window
  (1) 9,600 BTU split a/c system
  (3) power outlets
  (2) 2-way light switch

- Storage Room: (1) 36" x 80" door
  (1) 2'-6" x 3'-0" window
  (1) power outlet
  (1) 1-way light switch

- Small Storage: (1) double leaf 72"x80" door
  (1) 1-way light switch (installed outside)

- Conference Room: (1) 36"x 80" door
  (1) 32"x 80" door
  (2) 60"x 80" sliding door
  (1) accordion style partition, 19'10" long, floor-to-ceiling height
  (1) 2'-6" x 3'-0" window

(1) 2’-6” x 3’-3” window
(1) 19,200 BTU split a/c system
(6) Power Outlets
(1) 1-way light switch
(3) 2-way light switch

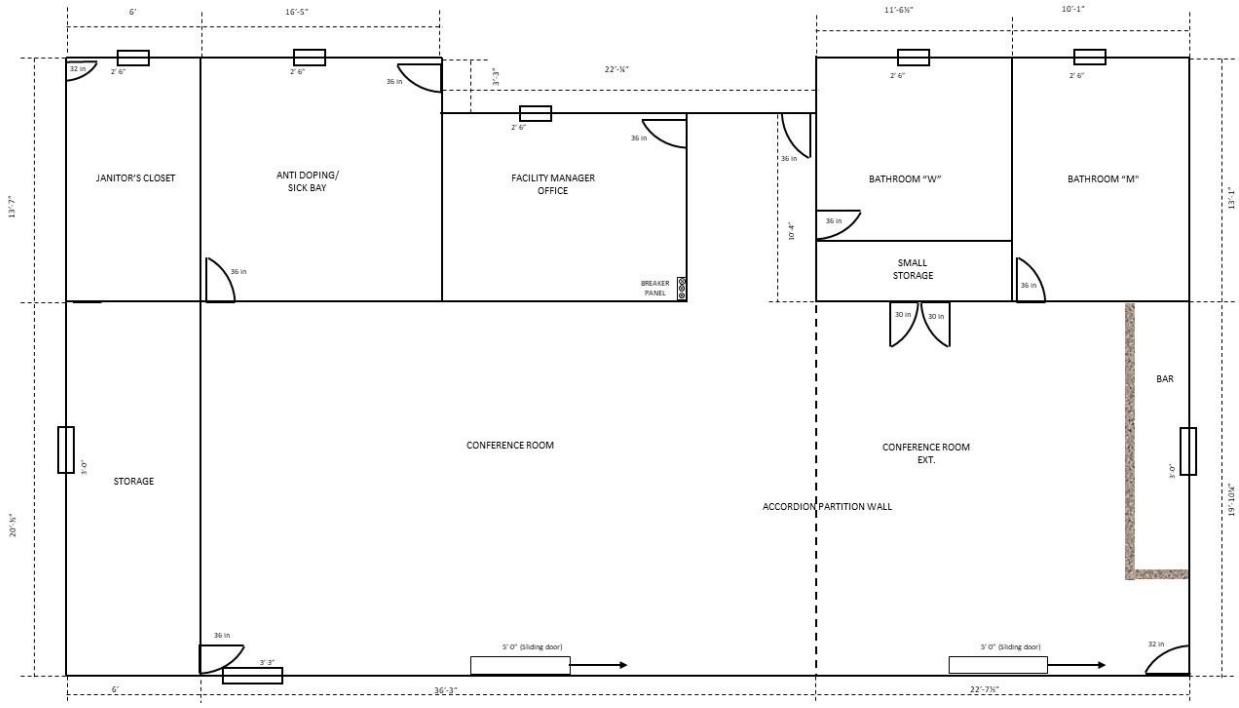

FIGURE 1 - NEW PAVILION LAY-OUT

The Conference Room Extension will also have a bar built. The bar is to be 14’-0” long and 3’-0” wide, built in concrete, with a smooth external finish.

A drop-down ceiling will be installed at all internal areas of the pavilion and the lights will be embedded at it. The ceiling will be painted with a flat white paint.

All the walls (internally and externally) and the ceiling will need to be painted. The internal paint will be matte white, and the external paint will be a flat blue, similar to the track.

All the timber used will be machine stress graded and all the structural timber must be pressure treated grade 1.

The floor will be resurfaced with concrete and have a float-concrete finish. The concrete will be painted in blue (similar to the track) and sealed (flat finish). Ideally the concrete will already be prepared with the same colour.

The external sitting area and the pathway around the pavilion will need to be cleaned, repaired and repainted. The pathway and seating area need a safety handrail. The handrail shall always be continuous. A clear space of 1-½ inches must be provided between the handrail and the floor where the handrail is installed. Surfaces of the handrail shall be continuous without interruption or obstructions. The top of the handrail surface shall be placed between 36 and 44 inches above the floor's finished floor surface. The diameter of the gripping surface of the handrail shall be 1¼ to 1½ inches, or the shape shall provide an equivalent surface. The handrail shall be free of any sharp or abrasive elements.

Motion sensor/Safety lights need to be installed all around the building, with a minimum of 6 lights. The location for the safety lights will be determined on site.

The building has a cistern that needs to be emptied and cleaned.

3.3. Environmental Responsibility

The BVI is going green and recycling is part of the process. The following work is expected of the Contractor:

- Separate out the different wastes at the site.
- Transport this waste for disposal at the locations designed by the Department of Waste Management. The waste must be transported covered to avoid the scattering of debris during the transportation to the disposal site
- Dispose of the waste. This includes all waste currently within the site boundaries, and any waste created through the completion of the contract.

4. Specification

All works must be completed in accordance with the following where applicable:

- BVI Buildings Ordinance 1955;
- BVI Building Regulations 1999;
- BVI Physical Planning Act 2004.

All electrical works must be inspected and tested to ensure that they are safe and compliant to BVI standards. As a minimum and where applicable the following should be inspected:

- Continuity of protective conductors, including main and supplementary bonding;
- Continuity of ring final circuit conductors;
- Insulation resistance testing;

- Polarity testing;
- Earth fault loop impedance testing;
- Prospective fault current testing;
- RCD testing;
- Phase sequence testing;
- Functional testing.

Where faults or areas of non-compliance are found then the circuits and protection should be replaced to ensure the electrics are safe for occupation of the building. All electrical inspection test certification records shall be provided to the RDA on completion of the project.

5. Handover Documentation

The following handover documentation must be provided at the end of the contract:

- Any hazards that have not been eliminated through the clearance of the site.
- Hazardous materials used or found (e.g. lead paints and special coatings);
- Any hazards that have not been eliminated through the assembly and construction processes, and how they have been addressed;
- Health and safety information about equipment provided for cleaning or maintaining the structure;
- The nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services, etc.;
- Information on the buildings plant and equipment.
- As-built drawings

6. Queries and Responses

Any questions are welcomed, and responses are to be made directly to the Recovery and Development Agency's Procurement Team who can be contacted using the following details:

Director of Procurement
Procurement@bvirecovery.vg
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