

**Recovery and Development Agency  
Quick Contracting  
Invitation to Tender**



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**BOOKLET 3**

**REQUIREMENTS DOCUMENT**

**CONTRACT FOR THE**

**AO SHIRLEY SPORTS GROUNDS – BATHROOM REPAIRS**

**AT**

**ROAD TOWN**

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## Recovery and Development Agency

**CEO Paul Bayly**

Recovery and Development Agency  
3<sup>rd</sup> Floor Ritter House  
Wickhams Cay  
P.O. Box 3438  
Road Town, Tortola, VG 1110  
British Virgin Islands

**Invitation to Tender No.  
ITT/0006**

Tender submission date:  
**Thursday 22 Nov 18**  
Time: **13:00 hours**

**CONTRACT FOR THE  
AO SHIRLEY SPORTS GROUNDS – BATHROOM REPAIRS  
AT  
ROAD TOWN**

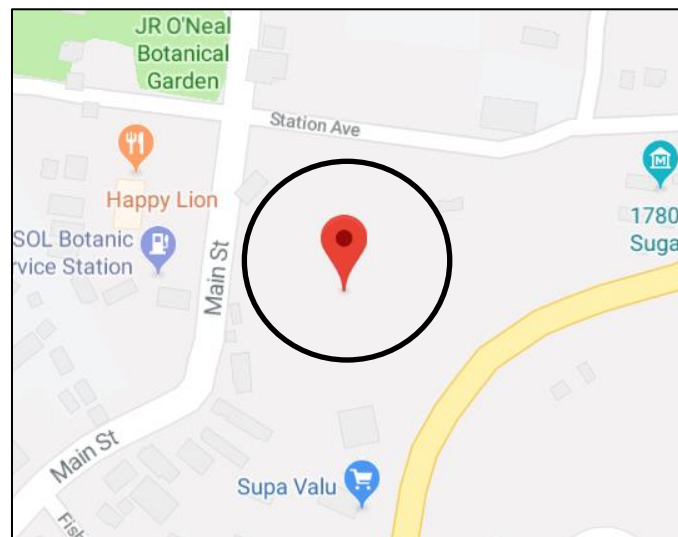
**The contents of this Invitation to Tender must not be disclosed to unauthorised persons and must be used only for the purposes of tendering. Please read these documents carefully before tendering.**

### 1. INTRODUCTION

- 1.1. The bathroom at the AO Shirley Sports Grounds was damaged during the passing of Hurricanes Irma and Maria. The bathroom is no longer fit for purpose as it does no longer function. It requires external works, a full internal refit and cleaning to bring it up to the standard.

### 2. LOCATION

- 2.1. The project is in Road Town, at the AO Shirley Sports Grounds. A map and aerial photography is provided below.





### 3. SCOPE OF WORKS

- 3.1. The scope of this project is for the restoration of the A.O. Shirley Grounds bathrooms, to provide a fit-for-purpose facility for athletes and spectators to use as part of major sporting events in Road Town.
  - 3.1.1. Bathrooms. Repair and restore the bathrooms. Complete external works to make the building watertight, and then complete a full internal refit and cleaning to bring it up to standard.

4. **SECTION SPECIFIC SCOPE OF WORKS**

- 4.1. The Specific Scope of Work is detailed in this section. The photographs provided are to assist the contractor to understand the current condition of each section and are not intended to show the full scope of works within each section of all the defects that require correction.
- 4.2. All work shall be completed in accordance with the Scope of Works and the Specification. The Room Specific Scope of Works sheets do not contain the full specification details and are an aid to the Contractor in understanding the specific work required in each room.

### 4.3. The Bathrooms.

- 4.3.1. The site must be secured by the contractor for the duration of the construction works.
- 4.3.2. The ceiling must be inspected, and repairs must be completed as required to ensure it is watertight. This includes the removal of any water-damaged panels and fittings.
- 4.3.3. The walls must be replaced where they are missing or damaged and repaired where they are present. There is approximately 440s.f. of wall, and the repairs should be conducted using wood ply, concrete cement boards or similar material. Damaged insulation should be replaced, and the building must be made watertight.
- 4.3.4. The floor must be repaired. There is approximately 550s.f. of timber plyboard flooring, some of which is water-damaged. This will need removing where missing or damaged, and replacing with a like-for-like timber construction and laminate covering.
- 4.3.5. The damaged interior fittings and fixtures must be removed and disposed of.
- 4.3.6. The electrical fitout must be inspected. Details of what should be inspected are included in the specification later in this document. Where it is damaged, this must be replaced to BVI standards. Internal lighting must be replaced in both bathrooms, with internal switches. This must be connected to the mains supply, and then inspected and tested in accordance with the specification later in this document.
- 4.3.7. The plumbing and sewerage connections must be inspected. Where it is not functional, it must be repaired or replaced to accept the new internal fixtures and fittings. This include the internal plumbing of the bathroom, through to the mains connection.
- 4.3.8. The interior walls must be repaired. This is for all the cubicles, and partitions between the sink area and the urinal area.
- 4.3.9. All the internal fittings and fixtures must be replaced. This includes the sinks (4), toilets (6) and urinals (1). Any mirrors and internal handrails must be replaced.
- 4.3.10. The exterior doors (2) to both sides of the bathroom must be replaced.
- 4.3.11. The interior doors (6) to the toilet cubicles must be replaced.
- 4.3.12. The interior space must be painted or otherwise suitably finished depending on the material used for the repairs.
- 4.3.13. The exterior of the building must be cleaned where existing walls or ceiling has remained, to leave the whole building in a presentable state.
- 4.3.14. The contractor must clear and dispose of any waste construction products.
- 4.3.15. The contractor must handover the site with all necessary handover files.



Female section of the bathroom.



Male section of the bathroom.



The entire bathroom (male and female).



The entire bathroom (male and female).

## 5. SPECIFICATION

- 5.1. All building works must be completed in accordance with the following where applicable:
  - 5.1.1. BVI Buildings Ordinance 1955;
  - 5.1.2. BVI Building Regulations 1999;
  - 5.1.3. BVI Physical planning act 2004;
- 5.2. All electrical works must be inspected and tested to ensure that they are safe and compliant to BVI standards. As a minimum the following should be inspected:
  - 5.2.1. Continuity of protective conductors, including main and supplementary bonding;
  - 5.2.2. Continuity of ring final circuit conductors;
  - 5.2.3. Insulation resistance testing;
  - 5.2.4. Polarity testing;
  - 5.2.5. Earth fault loop impedance testing;
  - 5.2.6. Prospective fault current testing;
  - 5.2.7. RCD testing;
  - 5.2.8. Phase sequence testing;
  - 5.2.9. Functional testing.
- 5.3. Where faults or areas of non-compliance are found then the circuits and protection should be replaced to ensure the electricians are safe for occupation of the building. All electrical inspection test certification records shall be provided to the RDA on completion of the project.



## 6. **HANDOVER DOCUMENTATION**

- 6.1. The following handover documentation must be provided at the end of the contract:
  - 6.1.1. A brief description of the work carried out;
  - 6.1.2. Any hazards that have not been eliminated through the design and construction processes, and how they have been addressed;
  - 6.1.3. Hazardous materials used (e.g, lead paints and special coatings);
  - 6.1.4. Health and safety information about equipment provided for cleaning or maintaining the structure;
  - 6.1.5. The nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services, etc;
  - 6.1.6. Information on the buildings plant and equipment.