



BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Chief Executive & Town Clerk
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BRAUNSTONE CIVIC CENTRE Kingsway, Braunstone Town, Leicester LE3 2PP

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TENDERS INVITED

INSTALLATION OF A HYBRID AIR SOURCE HEAT PUMP AT THORPE ASTLEY COMMUNITY CENTRE (LE3 3RU)

TENDERS ARE INVITED from suitable contractors for the installation of a hybrid air source heat pump (with capacity 25kW), with new highly efficient gas boiler (to provide a 'peak heating supply' during particularly cold periods), at Thorpe Astley Community Centre, LE3 3RU, including:

1. proposed installation designs; including plant room fitout, equipment selection and hot water generation (*see Tender section of the Background for more details*);
2. estimated savings;
3. estimated lifespan;
4. flexibility to extend the system in future years; and
5. ongoing maintenance requirements and estimated costs.

The following is available to assist contractors tendering:

- *Background to the project (attached),*
- *Carbon Audit of Braunstone Town Council, and*
- *Heat Loss Calculation Report.*

Documents are available on Braunstone Town Council's website

www.braunstonetowncouncil.org.uk or by contacting the Officer of the Chief Executive & Town Clerk (details above).

Valid tenders must include details of 1-5 above along with the tender price and must be delivered enclosed in a plain, sealed envelope, endorsed "Tender – Hybrid Air Source Heat Pump" and addressed to the Office of the Chief Executive & Town Clerk, Braunstone Town Council, Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP, no later than: **4pm on Monday 22nd August 2022**

For further questions on the tender requirements and background information and reports, please contact the Office of the Chief Executive & Town Clerk, on 0116 289 9270 or executiveofficer@braunstonetowncouncil.org.uk

Note: Canvassing of Members or of any committee, directly or indirectly, for any Contract with the Council shall disqualify the Contractor for such appointment. If an applicant for any appointment or Contract with the Council is to his/her knowledge related to any Member of, or the holder of any office under the Council, he/she and the person to whom he/she is related shall disclose the relationship in writing to the Chief Executive & Town Clerk. A Contractor who fails to do so shall be disqualified for such Contract, and, if appointed, may be dismissed without notice.

Darren Tilley
Signed:
Darren Tilley, Chief Executive & Town Clerk

Dated: 11th July 2022

Location

Braunstone is the largest civil parish within the district of Blaby in Leicestershire, with a population around 17,000 with around 8,000 households.

The parish is urban and to the north shares a common boundary with the City of Leicester and immediately inside the city boundary is a social housing estate with the same name. To the west of the parish lies the M1 motorway with junction 21 at the south western tip. To the south lies Fosse Shopping Park and Grove Triangle retail parks.

The western part of the parish adjacent to the M1 and west of the Leicester outer ring road contains the Meridian Business and Leisure Parks and a modern housing development, Thorpe Astley, which includes Thorpe Astley Park and Community Centre.

The Council

The Town Council comprises of 21 Councillors who are elected every four years. Each year the Council elects from amongst its number the Town Mayor and the Deputy Town Mayor.

We provide a wide range of services to the citizens of Braunstone Town together with social and recreational facilities. The Council also promotes the interests of the town in its representation to other bodies. It works in partnership with the larger District Council and County Council to provide and supplement local government services within the town area. The focus of our work is summed up in our Mission Statement:

"We exist to ensure:

- 1. that local services and the environment reach the highest possible standards within the resources available for citizens, visitors and those who work in Braunstone Town;*
- 2. to provide a focus for civic pride; to listen, identify and respond to agreed local needs; and*
- 3. to help develop a strong, secure, self-reliant, self-confident community, free from unlawful discrimination.*

"Spectemur. Agendo" translates "Let us be Judged by Our Actions"

The Council was awarded Foundation status under the Local Council Awards Scheme in January 2014.

Background to the Project

Braunstone Town Council adopted a Climate Change and Environmental Strategy on 23rd September 2021. Following this, the Council commissioned a carbon audit of its activities to provide both data on the Council's carbon footprint along with recommended actions to reduce the Council's carbon footprint.

The Carbon Audit was completed in February 2022 and the Council noted that the installation of a hybrid air source heat pump at Thorpe Astley Community Centre was

a priority and was included in the Climate Change and Environmental Strategy Action Plan (June 2022).

The Carbon Audit estimated that the installation of a hybrid air source heat pump would reduce the Council's carbon emissions by approximately 10% as well as making a significant contribution towards decarbonising Thorpe Astley Community Centre heating.

Hybrid air source heat pump (Thorpe Astley Community Centre)

The Carbon Audit recommended replacing or augmenting the current gas boiler-based system at Thorpe Astley Community Centre with an air source heat pump platform.

This approach is feasible at relatively low cost given the presence of existing underfloor heating distribution, which is designed to run at the lower temperatures required by heat pump systems than standard gas boiler radiator systems. Also, given the relatively low cost of air-source compared to ground source heat pumps, it is feasible to include a new highly efficient gas boiler in the retrofit as part of a hybrid system to provide a 'peak heating supply' during particularly cold periods. The Audit recommended that this aspect should be part of a design study carried out as part of any retrofit contract.

A heat loss assessment was commissioned in order for any proposed system to be correctly sized for the Centre and for the building to be suitably insulated. A copy of the report is enclosed with the tender pack.

Tender for Hybrid air source heat pump (Thorpe Astley Community Centre)

Tenders are being invited from suitable contractors for the installation of a hybrid air source heat pump (with capacity 25kW at design conditions), with new highly efficient gas boiler (to provide a 'peak heating supply' during particularly cold periods), at Thorpe Astley Community Centre including. As part of the tender, the Council needs the following information:

1. proposed installation designs; including plant room fitout, equipment selection and hot water generation:
 - a. The air source heat pump design conditions used, ideally using a low or zero global warming potential (GWP) refrigerant (to be compliant with F-gas phase out), kW capacity and COP shall be clearly specified,
 - b. The type of hot water generation shall be clearly described including any legionella treatment methods;
2. estimated operational savings based on current heating system;
3. estimated lifespan; and
4. ongoing maintenance requirements and estimated costs.

In addition, there are medium term plans to extend the building; therefore, any system proposed needs to be able to accommodate the potential for heating a larger area in future years.

Estimated Timescales

Tenders received by 4pm on Monday 22nd August 2022 will be assessed by the consultant that provided the heat loss assessment who will provide an assessment and technical advice on the quality and deliverability of the tenders.

It is anticipated that recommendations on preferred suppliers, along with a plan to finance the works, will be determined by the Town Council's Policy & Resources Committee in September 2022.

At this stage it is anticipated that the installation works will be commissioned in October and completed prior to the end of the financial year (31st March 2023).

Supporting Documents

The following is available to assist contractors tendering:

1. Carbon Audit of Braunstone Town Council, and
2. Heat Loss Calculation Report.

Other Background Documents:

3. Climate Change & Environmental Strategy, and
4. Climate Change & Environmental Action Plan.