



Request for Tenders

Kilkenny Sports Complex Feasibility Study

About Kilkenny Recreation & Sports Partnership

The Local Sports Partnership is a Sport Ireland (SI) initiative that was developed to “create a national structure to co-ordinate and promote the development of sports at local level”. The key aims of Local Sports Partnerships are to increase participation in sport and physical activity especially amongst specific target groups and to ensure that local resources are used to best effect.

Kilkenny Recreation & Sports Partnership is committed to promoting healthy living and personal development through recreational and sporting activity within all age groups, and throughout the whole community of Kilkenny City and County.

Background to Kilkenny Sports Complex CLG

It is understood that currently there are over 2000 individuals that are members of local minority sports clubs in Kilkenny. The members range in age from four to sixty and include male and female members. Members take on voluntary roles within the clubs: coaching, officiating and club officer roles. However, there is no suitable indoor facility for these sports clubs to practice weekly or host home competitions.

All the current sporting facilities in Kilkenny have been developed, from an infrastructural perspective, to suit low impact sports only and are not able to accommodate high impact sports which involve speed, hockey sticks, wheeled boots, hard balls/pucks. A possible reason for this is the high costs associated with the necessary maintenance and repair of soft wooden floors, windows etc. following repeated use by high impact sports. The layout of the current sports facilities available does not provide an opportunity for spectators to watch minority sports in action and they do not offer any protection to participants and spectators to play and watch safely. As a result, the minority sports clubs in Kilkenny have no choice but to travel great distances to other counties to practice and compete against other teams. The nearest suitable facility in Ireland is in Longford, 200km from Kilkenny.

Kilkenny Sports Complex CLG - Feasibility Study

Kilkenny Sports Complex CLG wishes to explore if a need exists for a standalone indoor minority sports facility. Kilkenny Sports Complex CLG, comprising of Storm Inline and Ice Hockey Club, Irish Ice Hockey Association, and Kilkenny Hockey Club would like to seek a third party to undertake a feasibility study to explore the opportunities that exist to develop a custom fit indoor sports facility that would predominantly cater for minority sports and would also be able to provide a space for a variety of community groups and activities. Kilkenny Sports Complex CLG also wishes to for the feasibility study to explore the option of modifying any current space / facility in Kilkenny to accommodate high impact sports.

Kilkenny Recreation & Sports Partnership has committed to supporting and guiding the Kilkenny Sports Complex CLG, with the successful tenderer, through the feasibility process, with the intention of ensuring the feasibility study explores all opportunities in relation to development sites, ownership, maintenance, management, and usage. KRSP has agreed to be the promoter of the project, to administer the funds in line with its financial policy, procedures in compliance with LEADER funding and reporting requirements.

Deliverables

Using the background information provided, KRSP and Kilkenny Sports Complex CLG require the following considerations:

i. Methodology

KRSP and Kilkenny Sports Complex CLG requires you to outline the proposed methods you will use to conduct this study.

ii. Areas for Exploration

Size, Specifications and Usage

Kilkenny Sports Complex CLG considers that an indoor facility size of over 5000m² would sufficiently accommodate the sports mentioned above. A facility of this type is different to other sports facilities that already exist in that it would contain a rink system. A rink system comprises of hard high impact sports tiled floor that all sports can be accommodated on. This type of flooring would be easy to maintain and low cost to replace. A board system would also be essential and that is designed to both absorb and protect both athletes and equipment from serious damage. It will also protect the infrastructure within the facility too (walls, windows, etc.)

Kilkenny Sports Complex CLG considers that an indoor sports facility, predominantly for minority sports clubs in Kilkenny, could have the potential to become a central hub/centre of excellence for minority sports in the Southeast of Ireland, or it could become a national centre of excellence. The overall vision for the indoor facility is to be inclusive to all and provide physical activity opportunities and community activities to groups that are identified as disadvantaged or individuals that are most socially excluded from society due to many different reasons.

Discussions have been held with a local youth group and they support this idea. Their feeling is that a minority sports facility, that Kilkenny Sports Complex CLG is proposing, would appeal to youth groups because of the high energy and adrenalin aspects associated with high impact sports. This type of facility has the potential

to create employment, tourism, educational and training opportunities in the future too.

iii. Site & Facility Planning

- What are the costs associated with building a venue described above?
- Is there availability of land/sites in the Kilkenny area for such a project?
What are the costs of such a site?
- Is there the possibility of repurposing an existing building(s) to develop the facility? What are the options open to the group and associated costs?

iv. Potential Governance Structure, Operations and Usage

- At the moment, locally, there are several sports which would benefit from the creation of an indoor sports arena custom fitted. They are (but not limited to):
 - Inline and Ice Hockey
 - Indoor Field Hockey
 - Taekwondo
 - Volleyball
 - Lacrosse
 - Racquetball
 - Kettlebells
 - Futsal
 - Figure Skating
 - Roller Derby
- Are there sufficient numbers of groups and participants to support the development, use and maintenance of a potential new facility?
- Are there other potential groups that would support the development, use and maintenance of a potential new facility?
- Do all potential groups have sufficient governance structures in place to ensure their long-term sustainability and subsequent long-term sustainability of the facility?
- What would the proposed governance structure of the potential new facility be?

- What are the projected day-to-day costs of running and maintaining such a facility likely to be? What are the proposed sources of revenue to meet these costs?
- What potential is there for hosting national competitions/training days/workshops, exhibitions and seminars in the above-mentioned sports in a new facility?

Business Model

This study should explore business models used for similar projects in Ireland and further afield and show how they have implemented successful business plans to ensure sustainability. Headings to consider include, but not limited to, management, sustainability, staffing, finance (day to day, investment, funding), maintenance and costs of upkeep. Provide comparisons for similar projects either in Ireland or across Europe for similar size towns etc.

Reporting

A final report will be produced with **clear recommendations** for the above-mentioned project. Data, graphs, figures must be current, relevant, reliable and accurate to confidently guide and shape the next phase of the programme. This report will be of a high standard to present to KRSP Board, Kilkenny Sports Complex CLG, Kilkenny LEADER, Kilkenny County Council, Sport Ireland and other stakeholders that may be deemed necessary to the project.

Working in Partnership

KRSP and Kilkenny Sports Complex CLG will work in partnership with the successful tenderer to provide guidance and feedback throughout the process, agree methodology and consultation process/content, agree milestones and timelines for delivery.

Timelines

Closing date for tenders: 20th May 2022

Project Start Date: This project is dependent on Leader funding approval. The outcome of the funding application process to Leader is estimated to be notified to

KRSP within a one-month period. Subject to approval the estimated project start date will be 4th July 2022.

Final Report: 26th August 2022.

Response to the Tender must include:

- Proposed methodology and consultation process
- Process/timetable listing key milestones and dates for meeting the deadline
- Description of your team, their areas of expertise and experience on similar projects
- Detailed budget for the project (figures must be inclusive of VAT)
- Rates for time and charges
- Identification of any conflicts of interest
- Referee: contact details must be supplied for 2 referees that the management group can contact who has used the proposed consultant for similar/related work.

Budget:

Please outline clearly all fees inclusive of VAT. A detailed breakdown of costs associated with all elements of the project should be submitted. A current tax clearance certificate will be required. This contract will be awarded on the basis of a fixed price contract, and as such, all costs must be quoted (and clearly indicated) as a fixed price in Euro. The successful consultant is expected to work within an agreed budget.

Insurance:

The successful consultant will be required to submit evidence of relevant professional indemnity and insurance details.

Timetable

- The closing date for receiving proposals is 1pm **20/05/2022**. It is important that key milestones for completion of this project are clearly outlined.
- Potential consultants may be required to attend for interview.

Lodging a Tender

- Consultants responding to this brief are required to nominate a lead person from their organisation as a point of contact.
- Consultants are required to provide details of all key staff and experience in the provision of these services.
- Late proposals will not be considered.
- All supporting material and documentation should be included in the response.
- All costs associated with the consultant's response to the Request for Tenders will be the responsibility of the consultant.

Tender Acceptance

- Kilkenny Recreation and Sports Partnership is not bound to accept the lowest, or any tender and will award the contract to its best advantage.
- The awarding of the tender is subject to approval of funding through a Leader application process. The outcome of the funding application process to Leader is estimated to be notified to KRSP within a one-month period.
- All unsuccessful tenders will also be advised of the result.
- Unless otherwise expressly agreed, there shall be no binding contract between the tender and the KRSP unless or until, a written contract is signed by both parties.

Kilkenny Recreation and Sports Partnership Expressly Reserves the Right to:

- Extend the time of lodgement of responses to the Request for Tender and/ or to vary the timings and process for their Request for Tender.
- Vary any requirements of the services required for the Request for Tender.
- Following evaluation, accept or reject any or all responses to the Request for Tender.
- Seek and obtain clarification of any responses to the Request for Tender, including additional information.
- Request providers to amend their responses.
- Accept any proposal in part or in total.

Tender Evaluation Process:

Initially the tender proposals will be checked for compliance with the Request for Tender conditions. Potential consultants will be assessed both on their tender proposal and if required, a follow up interview. They will be assessed against the following major attributes:

1. Interpretation of the brief and proposed methodology. (300)
2. Proven capability and experience in research, consultation and relevant field of work. (300)
3. Capacity to complete the work within the stated timeframe. (200)
4. Cost. (200)

Copyright and Confidentiality

The consultant will be required to assign copyright of the report to Kilkenny Recreation and Sports Partnership. Copyright for any illustrations or other material used should be cleared by the consultant. Sections of the report may be made available for public use by Kilkenny Recreation and Sports Partnership.

Contact:

Please return tender to the e-mail below, with all queries directed to same:

Closing Date: Friday 20th May 2022 1pm

Kilkenny Recreation and Sports Partnership: lauren@krsp.ie

Phone: 085-8048137