Clarifications to Bidder’s Questions:

NNR19/0372 Royal Naval Cordite Factory Holton Heath Structural Survey

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| 1 | Is it possible to provide or publish the previous structural survey of the buildings undertaken for Natural England in 2022? | Unfortunately, we are unable to publish the previous structural survey (Structural Report on the Condition of the Buildings Holton Heath NNR) on Contracts Finder, but this report will be made available to the successful contractor to aid in the planning and execution of the survey. The following documents will also be made available to the successful contractor to aid in the preparation of the contractor’s method statement and risk assessment:  Holton Heath NNR Site-Based Risk Assessment  Holton and Sandford Heaths Hazard Map  Holton and Sandford Heaths Fire Plan  Asbestos Survey- Buildings Holton Heath NNR  Asbestos Management Plan Holton Heath NNR  Asbestos Management Plan Figures Holton Heath NNR  Building surveys – Summary Report Holton Heath NNR |
| 2 | Are you able to provide any further information on the size, or condition of the buildings (previous reports, photos, etc.) or are we to assume that the photos in Figure 2, in the RFQ Ref: NNR19/0372 dated 06-11-2024 is typical of that to be inspected. | We are unable to publish the previous structural survey (Structural Report on the Condition of the Buildings Holton Heath NNR) on Contracts Finder, but this report will be made available to the successful contractor to aid in the planning and execution of the survey. A recent audit by Natural England of the number and size of the openings (doors and windows) for several of the buildings contains photos of the buildings and this will be published on Contracts Finder to provide some more background information.  It is recommended that a site visit is undertaken prior to tendering to understand the nature of the site to enable quotation. The work areas may be some distance from where a vehicle can be parked and access to some of the worksites may involve walking across rough, uneven terrain in a remote and isolated environment. Several of the structures on site are low-lying and seasonally or permanently waterlogged. High earth bunds and easily accessible heights are particularly prevalent on Holton North. Site visits can be arranged as described in the RFQ document. |
| 3 | We are looking to tender for the structural survey requirements at the Royal Naval Cordite Factory and wondered whether a site visit for tenderers was planned. We noted in the documents that Tez Otter is the main point of contact for site visits, are we okay to contact Tez directly? The main purpose of our visit would be to assess access requirements for the surveys and to make a quick assessment of the current building condition for the health and safety of our surveyors. Any information you can provide on this basis would be much appreciated. | There is no set date for site visits so please contact Tez directly to arrange a site visit at your convenience.  We are unable to publish the previous structural survey (Structural Report on the Condition of the Buildings Holton Heath NNR) on Contracts Finder, but this report will be made available to the successful contractor to aid in the planning and execution of the survey. A recent audit by Natural England of the number and size of the openings (doors and windows) for several of the buildings contains photos of the buildings and this has been published on Contracts Finder as an additional document to provide some more background information.  It is recommended that a site visit is undertaken prior to tendering to understand the nature of the site to enable quotation. The work areas may be some distance from where a vehicle can be parked and access to some of the worksites may involve walking across rough, uneven terrain in a remote and isolated environment. Several of the structures on site are low-lying and seasonally or permanently waterlogged. High earth bunds and easily accessible heights are particularly prevalent on Holton North. Site visits can be arranged as described in the RFQ document. |
| 4 | Are you looking for as built drawings to be created as well or do you already have these? | There is already a sufficient record of the buildings, so we are not requiring a measured survey of the buildings. |
| 5 | The standard contract for Goods and/or services refer to the consultants as contractors – I assume we accept this terminology and move on? | The contract refers to the Supplier as a Contractor in the sense that the Supplier will be contracted to undertake the service. |
| 6 | The scoping document confirms 18No. buildings remaining on site that required structural inspection and reporting? | There are 18no. buildings to be inspected as stated in the RFQ document. |
| 7 | A contractor will be provided – is this for access or for opening up works? | Please can you clarify where this phrase is in the RFQ and the question. |
| 8 | Will opening up works be allowed or not due to potential asbestos? | The requirement is to undertake a structural survey of the buildings at the former RNCF Holton Heath on Holton Heath NNR (Holton North) to provide an assessment of their structural stability and to assess if they are safe for external works to take place to fit shuttering/ grills to prevent unauthorised access. A potential supplier should submit a quotation and proposal that they feel is needed to fulfil the brief. The previous structural survey undertaken for Natural England in 2022 had a broader remit including what within reason what can be done to preserve or maintain the buildings and are any essentially beyond reasonable repair and was based on a visual inspection carried out at the time. This survey is focused on assessing whether the buildings are safe for the works referred to above to take place. As well as the actual or potential presence of asbestos, the entire site is a scheduled monument, and any invasive works will require Scheduled Monument Consent to be obtained from Historic England. |
| 9 | Will a full asbestos survey be undertaken before operatives entre the buildings? | Unfortunately, we are unable to publish the previous asbestos and structural surveys undertaken for Natural England in 2022 on Contracts Finder, but these reports will be made available to the successful contractor to aid in the planning and execution of the survey. The following documents will be made available to the successful contractor to aid in the preparation of the contractor’s method statement and risk assessment:  Holton Heath NNR Site-Based Risk Assessment  Holton and Sandford Heaths Hazard Map  Holton and Sandford Heaths Fire Plan  Structural Report on the Condition of the Buildings Holton Heath NNR (2022)  Asbestos Survey- Buildings Holton Heath NNR (2022)  Asbestos Management Plan Holton Heath NNR (2022)  Asbestos Management Plan Figures Holton Heath NNR (2022)  Building surveys – Summary Report Holton Heath NNR (2022) |
| 10 | Will the foundations need to be assess? If they do, will trial pits be dug in advance of the inspections?  o If foundations are to be assess will geological information be provided or will a Ground Investigation be undertaken? | The requirement is to undertake a structural survey of the buildings at the former RNCF Holton Heath on Holton Heath NNR (Holton North) to provide an assessment of their structural stability and to assess if they are safe for external works to take place to fit shuttering/ grills to prevent unauthorised access. A potential supplier should submit a quotation and proposal that they feel is needed to fulfil the brief. The previous structural survey undertaken for Natural England in 2022 had a broader remit including what within reason what can be done to preserve or maintain the buildings and are any essentially beyond reasonable repair, and was based on a visual inspection caried out at the time. This survey is focused on assessing whether the buildings are safe for the works referred to above to take place. All labour, materials and equipment to be provided by the contractor. As well as the actual or potential presence of asbestos, the entire site is a scheduled monument, and any invasive works will require Scheduled Monument Consent to be obtained from Historic England. |
| 11 | Report writing, do you want each structure to have a separate report or all reports within the main body and noted separately as a sub-heading? | All reports within the main body and noted separately as a sub-heading. |
| 12 | Are you expecting a full calculation back analysis and report for each building or visual inspection with comments only? | The requirement is to undertake a structural survey of the buildings at the former RNCF Holton Heath on Holton Heath NNR (Holton North) to provide an assessment of their structural stability and to assess if they are safe for external works to take place to fit shuttering/ grills to prevent unauthorised access. A potential supplier should submit a quotation and proposal that they feel is needed to fulfil the brief. The previous structural survey undertaken for Natural England in 2022 had a broader remit including what within reason what can be done to preserve or maintain the buildings and are any essentially beyond reasonable repair and was based on a visual inspection caried out at the time. This survey is focused on assessing whether the buildings are safe for the works referred to above to take place. |
| 13 | Where within the document do we submit a fee for the works or do we submit a separate fee proposal document? | The fee proposal should be submitted using the form titled “Commercial Response Basic” that is published on Contracts Finder. |