

From: Jake Mee <clerk@southswindon-pc.gov.uk>

Sent: 10 November 2022 11:22

To:

Cc:

Subject: RE: S22-3384 - Central Swindon South Parish Council Office - Renovation and Expansion of The Bowl Questions

Dear,

Please see the below replies to your questions.

I hope this helps and please do not hesitate to contact me should you need any further information.

Kind Regards,

Jake Mee FMAAT

Chief Executive Officer
South Swindon Parish Council
(Central Swindon South Parish Council)
Parish Office
Gladstone Street
Swindon SN1 2AU
01793 317532



From:

Sent: 03 November 2022 09:42

To: Jake Mee <clerk@southswindon-pc.gov.uk>

Cc:

Subject: S22-3384 - Central Swindon South Parish Council Office - Renovation and Expansion of The Bowl Questions

Central Swindon South Parish Council clerk@southswindon-pc.gov.uk

Chief Executive Officer

Central Swindon South Parish Council Office

Good morning,

We are contacting you regarding the tender for the renovation and expansion of the Bowl which sounds a fantastic project to enhance the heritage and social value of the area.

Please see below questions in relation to the above tender which will help us inform our submission and reduce any gaps and risks associated with the delivery of the project.

1. Please let us know availability for a site visit to meet and discuss the project and look at the existing facilities in more detail. **If you provide me with available dates and times I can let you know what works for me.**
2. The word document tender form only has space for standard responses. We assume our proposal document which we will be producing in a pdf indesign software can accompany this form and be acceptable to respond to the other quality items and timeframe elements required as part of the bid. **Yes, additional information outside of the tender response can accompany your submission.**
3. We understand a feasibility study has already been carried out by Calvin Weaver of Weaver Khan Architects. Is the intention we are bidding against the incumbent architect? **This is an open competition tender. A feasibility study was commissioned with Beards some time ago and not progressed. Weaver Khan were there chosen architect for this. The Parish Council does not have an incumbent architect.**
4. Is it the intention of this project to develop the original Weaver Khan Proposal to RIBA Stage 4 Tender drawings for a contractor to price or are we required to develop an alternative scheme? **The Parish Council has no pre-formed ideas for the development of the bowl. Architects will be shortlisted on price and quality before presenting their draft proposals to an evaluation panel.**
5. It is noted the Council may choose to retain the successful architect for project engagement during the construction stage. Is it the intention that the architect carries out Contract Administration duties or will there be a Contract Administrator appointed? **We have already procured a Quantity Surveyor/Project Manager for administration of the contract.**
6. Is there an existing team for other services such as Structural / Civil engineering or Mechanical and Electrical Design? **These will be procured to develop the scheme design coming out of this appointment to enable a main contract tender to be completed.**
7. Is lighting design considered as a requirement for this project. **Any lighting scheme proposal is to be taken forward to technical design by the further team members to be procured as above.**
8. Has the Conservation Officer been made aware of the proposal and are there any comments on the suitability of the scheme? **The planning process has not been started, informal discussions about a potential project have taken place some time ago.**
9. Has any public consultation been carried out on the proposal? **Some. The existing feasibility report and designs have been in the public domain for some time.**
10. Will an Approved Inspector be used for Building Regulations sign off or will this be through the Local Authority. **This would be done through the Local Planning Authority.**

We look forward to hearing from you regarding the above questions and clarifications and would be happy to talk through each point in more detail if a conversation would be preferred. It may also be easier to arrange the site visit. See below contact details.

Many thanks and we look forward to finding out more about this exciting project.