

Homes and Communities Agency

Invitation to participate in a mini competition

Panel Name: Property

Project Name: Marketing Agent – Former Saltergate Health Centre and Marsden Street Clinic Site, Saltergate, Chesterfield

Date: 05 February 2016

From: [REDACTED], Area Manager, Homes and Communities Agency

Brief

The Homes and Communities Agency (HCA) are seeking to dispose of this prime residential site located in Chesterfield town centre. Comprising 1.1 hectares, the site is situated on the north side of Saltergate (B6057), centrally located with the facilities of the town centre to the south and east and well established residential areas to the north and west. Appendices A, B and C provide further information. The HCA site is to the rear of the 'Council House' site (approximately 0.68 hectares in size) formerly owned by North East Derbyshire District Council. This site has recently been purchased, and initial discussions have been had with the new owners.

Site preparation works were completed in February 2015, which involved the demolition of the two redundant health centre buildings which still stood on the site at the time when the HCA acquired it as a surplus site from the Chesterfield Royal Hospital NHS Foundation Trust. A Planning Brief for the redevelopment of the site has been prepared and approved as non-statutory planning guidance by Chesterfield Borough Council. It confirms that the most appropriate use in the redevelopment of the site is for residential dwellings. It expands on this to say that development for predominantly family housing would be preferred, although with potential for a mix of other types.

The site was previously marketed through the Delivery Partner Panel 2 (DPP2) from September to December 2014, but a suitable bidder was not identified. This was partly owing to the simultaneous marketing of the 'Council House' site which created a level of uncertainty. It is hoped that liaison with the new owners will overcome any issues this time around.

The HCA's disposal policy has since changed, and agents are now sought to advertise this site on the open market on the basis of an unconditional freehold sale. Bids will be considered in favour of financial offer, but delivery experience, the timescale in which planning permission will be obtained, and when a start on site will be made will be important factors.

The LPA Planning Brief will be made available to interested parties, which includes useful sections on Site Appraisal and Development Options to steer the redevelopment of the site. Technical information in respect of the demolition work carried out by the HCA in order to prepare the site for development, and extensive due diligence information will also be provided, including:

- Archaeological Desk Based Assessment
- Flood Risk Assessment
- Phase 1 Environmental Review
- Phase 2 Environmental Site Investigation
- Ecology and Bat Surveys
- Tree Survey

Project management and structure of commission

The Agency is the client for this commission. The instruction is managed through the Agency's ITP system.

The instruction will be overseen and managed on a day-to-day basis by [REDACTED]. It is expected that an inception meeting will be held once the successful consultant is appointed.

Timescales

The Agency is keen to quickly appoint a suitable team. You are required to highlight any expected programme issues in your response.

Structure of your response

Responses to this brief should be limited to a maximum of 6 pages. A standard Agency mini competition template is attached should you wish to use this format.

You should outline how the commission would be undertaken, the staff proposed, how the commission would be managed and provide a resource schedule and indicative programme.

You should respond with a fixed fee proposal for the services set out above, including an allowance for meetings (assume one at inception and one at completion).

The Agency's Leeds office will be the client for the commission.

Any additional work will be paid for in accordance with the Agency's agreed panel rates.

The project manager would welcome a discussion with bidders to answer any questions or clarify any issues.

All fees should be inclusive of normal expenses, in accordance with Agency Panel policies.

Evaluation

Three Property Panel teams have been invited to quote for this work. Evaluation of the response will be undertaken by the Project Manager.

Date response required by:

13:00 HOURS on FRIDAY 19TH FEBRUARY 2016

Please respond by email or hard copy to:

[REDACTED] Area Manager

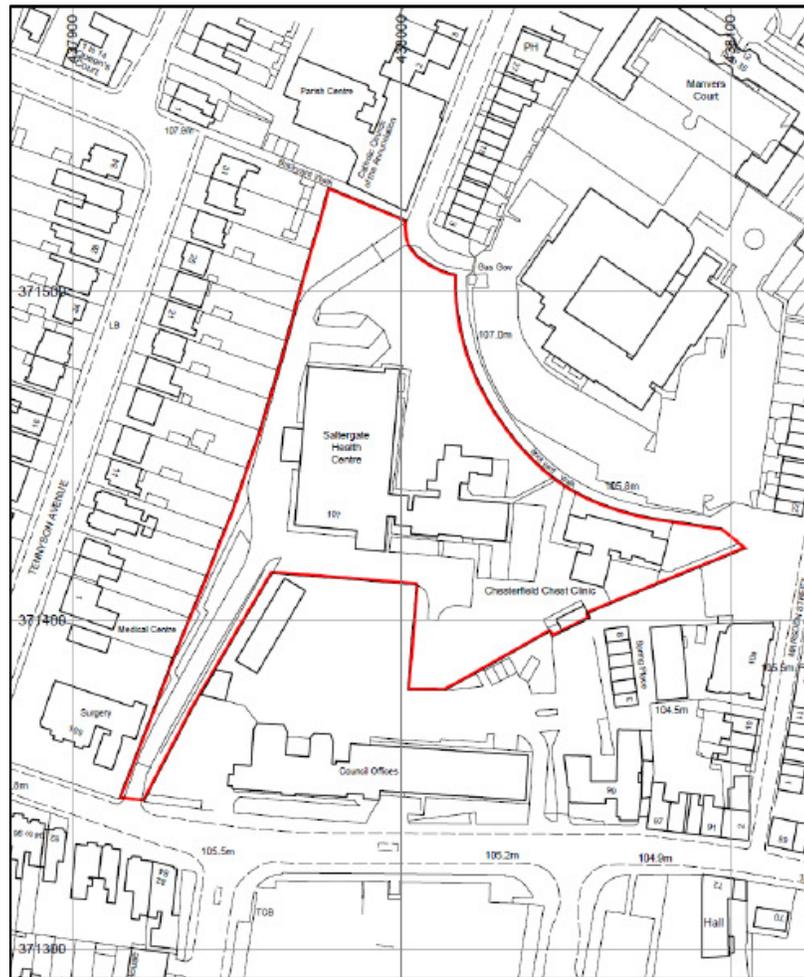
T: [REDACTED] M: [REDACTED]

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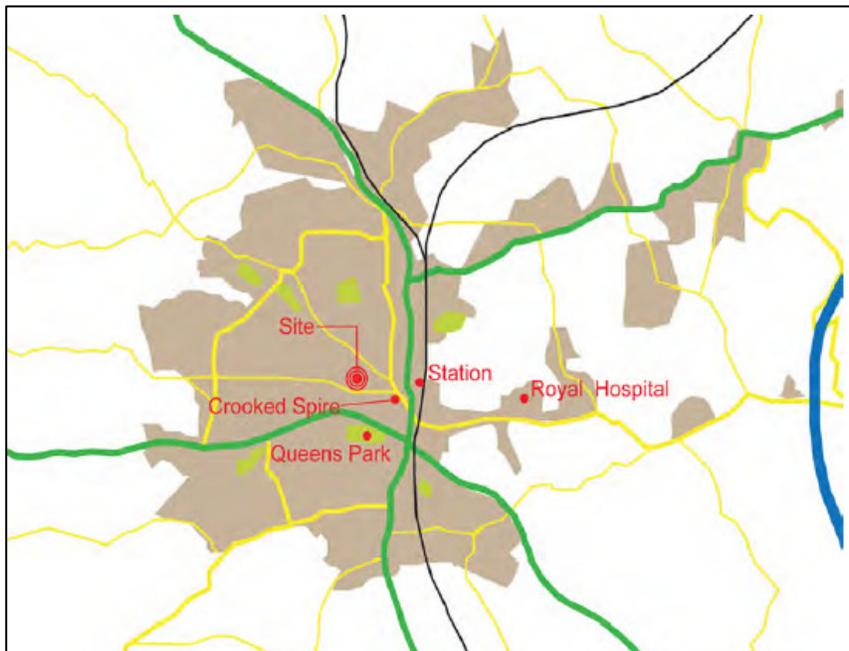
Any queries should also be directed here.

APPENDICES

Appendix A - Red line plan



Appendix B - Diagram to show location of site in the context of Chesterfield town centre



Appendix C – Aerial photograph of site and surrounding area



Response to invitation to participate in a mini competition	
Panel Name:-	
Project Name:-	Date:-
Reference Number:-	
To:- HCA Project Manager	
From:- Name of Consultant (taken from ITP) Address of Consultant (taken from ITP)	
Proposal <i>Statement to explain how the commission will be undertaken:</i> <i>Schedules of services to be delivered?</i> <i>Information on other consultant input that may be required?</i> <i>Identification of other information that may be required.</i> <i>Other commentary on the brief.</i>	
Proposed staff. <i>Who will undertake the commission?</i> <i>Identify members of staff.</i> <i>How much time will they devote to it?</i>	
Management arrangements <i>How will the commission be managed?</i> <i>Who will be responsible for reporting to the client?</i> <i>Who will manage the team?</i>	
Timescale. <i>When will the commission be complete?</i> <i>When will key milestones be complete?</i> <i>What is the programme for the works?</i>	
Fee Proposal. <i>Lump sum fee for completing the commission or</i> <i>Fee proposal</i>	