

CLARIFICATION LOG FOR Newquay Town Development Framework and Investment Plan

Ref no	Subject	Clarification	Date received	Response	Date responded
TT07	Programme timeframe	Programme- we understand that the deadline for the draft report is in June, which only leaves 3 months to carry out the baseline and Stakeholder consultation work. Is this a fix or is there some flexibility in this programme?	09/02/22	The client team have undertaken considerable advance work in identifying stakeholders, carrying out initial engagements and assembling insight groups. This work is continuing during the tender period and the team will continue to support the consultant to mobilise stakeholders in advance of the contract start date. For this reason, we feel that the timescale is achievable, but we are happy to receive alternative proposals in addition to the programme provided if this is felt to have some benefits.	11/02/22
TT08	Civil engineering	We note the requirement but as this is a Framework/Investment document and we're not sure of the projects that are going to be generated from the Consultation and Urban design analysis we are not sure of the scope of these works at this stage – please can you provide some clarity on this?	09/02/22	There may be a need to consider whether utilities and other primary infrastructure issues create any design constraints, however it is not anticipated that any of the potential projects will involve heavy civil engineering input.	11/02/22
TT09	Programme for tender submission	By the bid programme, we're expecting clarification questions back to us on Friday Feb 14th. In order to submit a hard copy of our proposal to arrive in time for Feb 21st, we would expect to	09/02/22	All clarifications will be answered as quickly as possible after receiving them and uploaded straight onto contracts finder.	11/02/22

		need to finalize our documents by Feb 16/17th. Our view is that this is very tight turnaround; is there a possibly to receive clarifications back sooner, or for the submission deadline to be pushed back?			
TT10	Discipline Scopes	<p>Could you please clarify a headline scope of works expected for the following disciplines?</p> <ul style="list-style-type: none"> • Digital Innovation & Technology. • Sustainability. • Social Value and Impact advisory. • Infrastructure and Civil Engineering 	09/02/22	<p>Digital Innovation & Technology – We would expect the project outputs to include an indication of the range of opportunities which exist to use digital technology to enhance the town centre experience for the various user groups, and what the value/benefits of these might be.</p> <p>Sustainability - We would expect the overall Development Framework proposal to demonstrate a succinct but robust response to the 8 points in 3.02 of the brief. This should clearly translate into each individual project identified. We are looking for a holistic ‘best practice’ approach by the core disciplines, rather than specialist sustainability deliverables.</p> <p>Social Value and Impact advisory - The social value generated by the proposals is of great importance to stakeholders and where possible should be quantifiable. There is no</p>	11/02/22

				<p>specific scope or deliverable, and inclusion of any specialist consultancy is at the discretion of the tenderer.</p> <p>Infrastructure and Civil Engineering</p> <p>- There may be a need to consider whether utilities and other primary infrastructure issues create any design constraints, however it is not anticipated that any of the potential projects will involve heavy civil engineering input.</p>	
TT11	Pricing Schedule	The ITT refers to a Pricing Schedule but we have not received a template for this. Should a standard pricing schedule be included in the ITT pack?	09/02/22	<p>There is a pricing schedule uploaded on Contract Finder, which is all that is necessary at this stage. Further detail may be requested during the tender clarifications.</p> <p>However, you can provide a higher level of summary. Please could this be provided in hard copy form with the submitted application.</p> <p>As per TT05.</p>	11/02/22
TT12	Method Statements	Would it be acceptable to submit a separate supporting document to answer '1.4 Method Statements (award questions)' providing the requirements are adhered to in terms of word/page counts etc?	09/02/22	The Council would welcome supporting and detailed information, and this would be acceptable.	11/02/22

				However, please ensure that it is clearly referenced in the relevant section of the submitted ITT.	
TT13	Landowner Mapping	The brief refers to landowner mapping as ongoing, can you expand on what this includes and whether this work will be made available to the appointed consultant team?	09/02/22	What is known will be made available. The client team will support any further research into land ownership which becomes necessary during the course of the project.	11/02/22
TT14	Fees Cap	The brief states that “The Council estimates the value of this contract to be £100,000”. Could you please confirm if this figure is a “fees cap” or if this is for guidance only? This seems low on benchmarking the scope against recent similar commissions and so - with a number of the elements of the scope scaleable - it would be useful to understand the expected status of the figure given.	09/02/22	This is a fees cap reflecting the available budget.	11/02/22
TT15	Costing Detail	To what level of detail is the programming expected to be designed and costed to?	09/02/22	This question is not clear. Is it about the level of detail of fee and resource allocation to be submitted with the tender? If so, then we only require completion of the proforma provided. We may ask for more supporting detail if we we require clarifications.	11/02/22
TT16	Access to data	Will the client provide access to data library/ documentations to support the	09/02/22	All information that the Council and TT have is within the appendices.	11/02/22

		baseline analysis works needing to be undertaken?			
TT17	Specialist support	Have you procured a cost specialist and property advisor to support in the project as this is not specifically outlined within the brief.	09/02/22	No. We expect that the consultant will provide any high level budget assumptions to support the economic investment plan element.	11/02/22
TT18	Performance review meetings	Noting within the ITT: Performance against the KPIs will be monitored bi-weekly at contract review meetings. We assume these can be wrapped up as part of project progress catch up meetings??	09/02/22	This would dependant on the consultants method of operation. The Council will consider any suggestions contained within the tender. However, the Council would be keen to limit duplication of meetings where possible.	11/02/22