



GUILD FORD
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Guildford Borough Council Market Warming Exercise

This PIN is to alert interested suppliers that we are looking to identify potential service providers for the replacement of the current Guildford Borough Council Leisure Centre Management Contract which expires 30 SEP 2025. Those suppliers who wish to express an interest in this service requirement should email: (Gabrielortiz@fmgconsulting.co.uk) by 12:00 on 20 SEP 2024.

As part of this early market engagement, the Council is intending to hold one-to-one meetings with prospective operators on either Wednesday 25th September or Thursday 26th September. In order to participate in these meetings, prospective operators should contact gabrielortiz@fmgconsulting.co.uk to book a slot.

In advance of these meetings, prospective operators are invited to provide brief written responses to the questions set out below. Please provide your response to these questions via email to Gabrielortiz@fmgconsulting.co.uk within 4 days of your allocated meeting slot:

- 1) The Council is considering a 10-year contract term, with the potential for an extension of up to 5 years. Does this fit with your expectations?
- 2) The Council is considering a landlord/tenant split of responsibilities in respect of repairs and maintenance, with the Council retaining responsibility for the structure and fabric of the facilities and the operator taking on responsibility for all other aspects of repairs and maintenance. What is your opinion/experience of this type of split of responsibilities?
- 3) What is your preferred approach to risk sharing of utility costs (including risk share on consumption and tariff price) within a Leisure Operating Contract of this nature? If your preferred approach differs from the standard market position, please explain how your solution would provide a more attractive risk sharing mechanism for both the Council and operator.
- 4) The Council wishes to invite prospective operators to propose investments into the facilities which will improve the customer experience and/or the financial performance of the facilities. The Council is keen to explore cost effective mechanisms for funding such investments. What is your experience of facility investments and what advice do you have regarding potential funding routes?
- 5) The Council is intending to use the Sport England template documentation as a starting point. Do you have any proposals for contract structures (e.g. agency agreements) which could help maximise financial savings for the Council? Do you have any experience of implementing any such contract structures and do you perceive any particular challenges or opportunities?
- 6) Do you have any feedback on our indicative procurement timetable?
 - o w/c 21st October 2024: issue advert
 - o w/c 18th November 2024: deadline for submission of SQs
 - o w/c 25th November 2024: commencement of Initial Tender period
 - o w/c 3rd February 2025: deadline for submission of Initial Tenders
 - o w/c 24th March 2025: commencement of Negotiation Period
 - o w/c 9th May 2025: deadline for submission of Final Tenders
 - o w/c 16th June 2025: notification of intention to award



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- o w/c 30th June 2025: award of contract.
- 7) Given what you know about the location of this opportunity, are you likely to be interested in submitting a tender?
- 8) Do you have any further comments regarding this opportunity?

NOTE TO SUPPLIERS

Following the pre-market engagement exercise, GBC would be issuing a formal tender pack to the suppliers that have indicated interest in this service award.