**Hillside Gardens, SW2 3HJ – Client Representative**

**Request for Quotation** – Client Representative services to include Project Management, QS, Clerk of Works and associated client consultancy services for the Hillside Gardens Development Project.

Summary

The London Borough of Lambeth wishes to appoint a multi-disciplinary Client Representative/Employers Agent to provide project management and related client services to oversee the delivery of our 4 unit Hillside Gardens development scheme.

Scope of Work

Lambeth Council owns Hillside Gardens Estate and has recently received planning permission to demolish 19 derelict garages, in order to construct 4 affordable homes. Construction will be led by Atkins, who are the developer in this instance, and involves innovative methods including an offsite modular structural system based on a light gauge steel frame construction. Atkins will lease the site for one year and handover the homes on completion.

The council is looking for a multi-disciplinary consultancy firm that has the experience and ethos to manage and supervise the Hillside Gardens development project and ensure the successful delivery of the scheme on behalf of the council.

In particular we are looking for an Employers Agent to take on the following services;

* Client liaison
* Project management services
* Contract administration and payments
* CDM Co-ordination
* Client Cost Management / QS
* Clerk of works / site quality inspector

We are looking for experienced project managers with proven systems and processes, including; an auditable electronic document management system, risk register; project plan; programme; and an identified process for managing sub-consultants if necessary. Our ideal appointment will have;

* Experience of representing public sector clients as a Client Representative on residential construction schemes
* A focus on collaborative team working which minimises conflict and seeks to find win-win solutions suitable for all parties
* Robust quality procedures with experienced clerk of works/ site quality inspector

* A focus on health and safety throughout construction and end use

The start and end dates of this requirement are September 2017 to May 2018 (subject to programme). Lambeth are seeking quotes on a fixed price basis, with a maximum value of £50,000.

If your team is interested and fulfils the requirements above, please email Luke Kelly, Housing Projects Officer, Strategic Housing, Regeneration and Communities at [LAKelly@lambeth.gov.uk](mailto:LAKelly@lambeth.gov.uk). You will be sent the submission requirements in which you will be asked to set out your price, relevant experience and approach to delivering this project.

**The deadline for completed quotation responses is 5pm on Tuesday 5th September.** Shortlisted candidates will be required to interview shortly after.

All interested suppliers must successfully complete the Supplier Self Certification form if their quote is accepted; <http://www.lambeth.gov.uk/business-services-rates-and-licensing/selling-services/sell-goods-and-services-to-the-council-guide#our-pre-qualification-process>