



Saltash Community Space Tender – Clarification Questions and Answers

Important Update regarding submission of tenders:

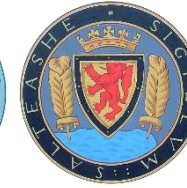
In view of the Royal Mail strike action planned for w/c Monday 12th December 2022, Saltash Town Council as the accountable body for this project are willing to accept the following modification to the submission arrangements:

- The deadline for receipt of all tenders via email remains the same - 12 noon on Thursday 15th December to tenders@saltash.gov.uk
- Two hard copy postal submissions should still be sent w/c 12th December but if these arrive after Thursday 15th December at 12 noon, companies will not be excluded from the process providing the email submission has been received by the deadline.

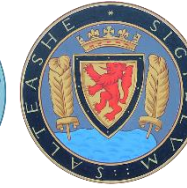
To ensure that the email submission is received by the deadline, companies should ask for an acknowledgment before the deadline has expired.

For the postal submission, tenderers may wish to consider using alternative mailing providers as originally mentioned in the tender document.

Clarification Question	Date Received	Response	Date Responded
We assume it is possible to apply for this as a collaboration/partnership? Is there any extra information needed to apply as a partnership, or extra guidance needed?	29/11/2022 - pm	<p>I can confirm that whilst it is possible to collaborate on the tender, Saltash Town Council as the accountable body for this project would require one of the companies to be the lead organisation to coordinate the works and be the responsible company with whom it would contract should the tender be successful.</p> <p>It would then be the responsibility of the lead company to sub-contract with the other companies to deliver on the elements assigned to them by the lead company.</p>	30/11/2022 - am



		The lead company would be the one signing the quotation form and for whom all the governance checks would apply and a key point of contact would need to be identified as per the specification.	
Can you show us the 6 sites that you are thinking about as it will help us to understand the scope and requirements much better?	29/11/2022 - pm	<p>The potential sites are areas that The Saltash Town Team have identified as possible opportunities due to their proximity to the retail centre.</p> <p>As a small town, it is anticipated that there are no more than 6 sites that would be suitable to consider but the successful consultant may indeed rule some of these out early on or indeed identify other options that are viable to progress.</p> <p>No discussions have taken place with landowners of these sites or indeed any community consultation with residents or businesses nearby and hence, the prospective locations are not being released to prospective tenderers.</p> <p>The Saltash Town Team are looking to the consultants to be influential in the identification of the sites and from thereon have the appropriate landowner discussions and consultation with the community.</p>	30/11/2022 - am
Until we know the sites, it's impossible to put a cost to the topographic and utility surveys – can the price exclude surveys?	2/12/2022 - pm	I understand that the cost of these may vary. It would be helpful for tenderers to give a ballpark figure for the surveys but make it clear that this is subject to variation rather than omitting a price altogether.	6/12/2022 - pm
	2/12/2022 -pm	Saltash Town Council is the accountable body for this project. However, there is Cornwall Councillor representation on The Saltash Town Team and the funding for the project has come from Cornwall Council's Town	6/12/2022 - pm



Are Cornwall Council part of the client body? Will they provide ownership and OS title information which saves on costs.		Vitality Funding. Yes, Cornwall Council would be able to assist with OS title information where Cornwall Council owns the prospective sites	
What traffic data do you already have?	2/12/2022 -pm	To answer this question, I have been in touch with CORMAC who have confirmed that they have manual traffic and pedestrian counts (single weekday in April), every year up to and including 2019. Also, there's an automatic counter (24/7) on The Bridge slip roads - Fore Street and North Road.	6/12/2022 - pm
What traffic managements are put in place for various town events?	2/12/2022 -pm	Where Saltash Town Council hosts events that require traffic management including road closures, appropriate paperwork is submitted to Cornwall Council. This has included the closure of Fore Street. Other event organisers would also need to apply to Cornwall Council following the same process.	6/12/2022 - pm