Dear Sirs,

Amber Valley Borough Council seek enquiries from suitably qualified and experienced Architectural Consultancies with extensive historic building experience for the provision of services in the proposed redevelopment of the vacant Southeast Derbyshire College site, Mundy Street, Heanor. The site is listed, with multiple buildings, including the grade ll listed formerly Secondary / Grammar school, from 1912 (Listing Ref. 1109038) and the 3 storey ‘Science Block’, fronting Church Street.

**Tender Detail and Brief**

Amber Valley Borough Council has received a grant from the Future High Streets Fund for Heanor town centre, with further funding from the Council and partners, and with anticipated private sector investment to a minimum budget of £7.2million, to develop the former Grammar School building, and other Heanor College buildings in the centre of Heanor, Derbyshire.

These works are part of complimentary projects aimed at transforming the town centre, so that it can adapt to the rapidly changing retail and technological environment:

* **Heanor Hub - Southeast Derbyshire College**

This project will see the listed former Grammar School building acquired, restored and repurposed as a mixed-use development, with some work and business space as well as community facilities. The Council has received interest from partner organisations wishing to take on the long-term management of the building with the aim of making it self-sustaining through income streams. The former science block will either be demolished and rebuilt or repurposed for commercial and / or domestic use, for which the Council has received informal expressions of interest from potential operators. In addition, car parking will be provided on site to support the identified uses and the wider town centre.

**Scope of Works**

Amber Valley Borough Council is seeking a suitably qualified and experienced Architectural Consultancy to work with their Town Centre managers and ‘Property’ Staff, as well as other appointed professionals to undertake the re-design and re-purposing of the Southeast Derbyshire College site, to preserve the historically important building and secure it’s future with an alternate use in line with the councils brief and aspirations for the site and wider area.

Services required

* For all design works and submission of statutory approvals up to RIBA stage 4 (separate stages fee)
* For works stages (RIBA stages 5-7) (separate stages fee)

The appointed architect will be the principal designer for the works under CDM 2015.

The council proposes to appoint a Quantity Surveyor and Structural Engineer, both practices will have demonstrated a track record in works involving historical structures.

For planning approvals the Council will pay the stated fee direct and answer queries and questions in relation to the application and will be in attendance during any meetings required with planning officers and other professionals.

The appointed consultancy will be required to work with the Council’s appointed Quantity Surveyor to produce Bills of Quantity for the capital works and to support a pre-tender costing exercise. In addition, the consultancy will be required to answer technical queries relating to design and construction during the capital works tender period.

Reporting of project specific monitoring and evaluation metrics against Future High Street Fund indicators will also be a contract requirement in association with other appointed consultants.

The Council will instruct and engage directly surveys and specialist reports required at all stages of the project for the assessment of existing features / conditions on the site, some of these reports will be commissioned following consultation and at the recommendation of the design team.

**Design Brief**

It is proposed that the ‘Former Grammar School’ building will be refurbished, currently a condition / repair schedule is in preparation, this will include the demolition of all, modern extensions with the property being returned to a condition close to the original while being made as close as reasonably practicable to meet current legislation and likely legislative changes up to 2030 in line with the Councils stated policy for climate change. Consideration for the use of the listed building will include community uses, domestic accommodation, and flexible business units.

The existing ‘Science Block’ will be rebuilt / converted for commercial use it is anticipated that revenue from this building will provide income in part to support the listed building. Options for the building use needs to consider that there are pre-existing lease agreements on the building which may reduce the Council’s options for the redevelopment of this building and require the retention of the existing structure but would not limit it’s extension / alteration.

As part of other works in Heanor, the public realm of the market square will be remodelled, it should be recognised that the major redevelopment of the college site creates an opportunity to create a link between the Market Place and Heanor Memorial Park. There is a significant amount of space surrounding the building with an opportunity to reinstate original landscape features, for essential parking and improved landscaping, while maintaining important landscape features within the site including protected trees. The topography of the site with changes in level between the Grammar School and Ilkeston Road will require consideration to achieve this in a way which is inclusive for all users and designed in a sympathetic manner for the site.

**Programme Timeline**

* Contract Awarded – Architectural Consultancy - Feb 2022
* Initial brief including consultation with stakeholders and partners – March/Apr 2022
* Sketch / Concept designs for details consultation stakeholders and partners - June 2022
* Consultation feedback - July 2022
* Designs costed by quantity surveyor & reviewed as required - Sept 2022
* Public and partner consultation - Oct 2022
* Planning application - Dec 2022
* Planning approval - April 2023
* Technical design information - Mar 2023
* B of Q produced for capital tender - April 2023
* Out to tender – June 2023
* Start on site – Oct 2023
* Completion – April 2024

Note. April 2024 is the current future high street funds deadline.

**Additional Information**

**Contract Arrangements**

The Council will be using a JCT contract, for the main contract.

**Consultations**

The consultancy will be responsible for liaising with client’s managers / agents, appointed designers / specialists, contractors and subcontractors as directed by Amber Valley Borough Council.

**Invoicing**

Payment strategy will be set out in the fee letter, based on completion of works stages and monthly as a percentage of the contract completion post tender

**Information Collection**

It is the responsibility of the consultancy to obtain for themselves at their own expense any information necessary for the preparation of their tender and for any costs incurred during the process.

**Confidentiality**

All information supplied by the Council shall be treated as confidential by consultants except that such information may be disclosed for the purpose of obtaining sureties and tenders necessary for the preparation and submission of the response.

**Information Disclosure and the Freedom of Information Act**

The Council is obliged under the Freedom of Information Act (FOIA) to disclose information, including information relating to this procurement, to third parties, subject to certain exemptions.

The decision to disclose information and the application of any such exemptions under the FOIA will be at the Council’s sole discretion PROVIDED THAT the Council shall act reasonably and proportionately in exercising its obligations under the FOIA as to whether any exemptions under section 43 of the FOIA may be applied to protect the consultancy’s legitimate commercial and trade secrets.

**Accuracy of Tender Response**

Consultancies will be deemed to have reviewed the information provided and made enquiries where information is considered unclear / insufficient to submit an accurate fee estimate. All queries with regard to the service required should be addressed to the person who has issued this email, contact information is by return of email or the contact numbers below. Consultants are encouraged check the accuracy of their tender submission prior to return, for clerical errors and omissions.

**Criteria**

The successful practice will demonstrate in their tender submission, their proposed fees and payment schedule, based on the information provided, in addition the council will assess the individual tender considering the following criteria,

- a proven track in working in the restoration of listed properties

- previous experience in the successful and sensitive repurposing / development of listed properties

- experience in delivering public funded works and maintaining the supply of information to allow the Council to make reports as required by the funding body

- to demonstrate the resources necessary to achieve the deadlines set by the funder for the delivery of the works, and to demonstrate how you may be able to improve projected time scales to assist the client deliver the project.

- to describe the quality of the information and service the practice / professionals can bring to the proposed works and to highlight any added value that this will provide to the council and the project outcome.