



Ministry of Housing,
Communities &
Local Government

WINDRUSH MONUMENT – PRE-MARKET CALL

Tuesday 11 August 10.00am

Agenda

Chair: Robert Cooper, Senior Policy Adviser, MHCLG

	Agenda item	Timing
1.	Welcome, including protocols	5 mins
2.	Introductory presentation from MHCLG	10 mins
3.	MHCLG questions for potential suppliers: 1. What additional challenges might there be as a result of the COVID-19 pandemic? How could these be mitigated against in the specification? 2. Do you think that the timescales proposed in the specification are realistic and deliverable? In particular: a. Is the six weeks given at the start of the process to develop an artist's brief sufficient? b. How long should the selection process be? Could this be reduced from 9-12 weeks as planned? 3. MHCLG will lead on delivering public engagement on the shortlisted designs, taking advice from the successful supplier. How you	1 hour

	<p>see social distancing affecting the following areas of the project:</p> <ul style="list-style-type: none"> a. Viewing of maquettes b. Final selection of an artist <p>4. The Windrush Commemoration Committee has expressed a preference for securing an ‘up and coming’ architect alongside the artistic designer for the monument. Is this a workable arrangement and might any additional information need to be added into the specification?</p> <p>5. How should we advertise this opportunity, particularly to engage with suppliers who haven’t previously engaged with work of this nature? Are there any trade publications to note?</p>	
4.	<p>Supplier response:</p> <ul style="list-style-type: none"> • Initial reactions • Time to ask for any clarifications and raise any concerns 	15 mins
5.	Next steps	5mins
6.	Close	