



Comhairle Cathrach Chorcaí
Cork City Council

Energy Management Team
Emergency Management and Climate Action Directorate

General Information

for

Multi-Party Framework Agreement for provision of Engineering
Consultancy and PSDP Services for Building Service Projects
associated with Civil, Structural, Architectural, Mechanical and
Electrical Design Disciplines (2026-2030)

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1 INTRODUCTION

1.1 About the Contracting Authority

Under the Climate Action and Low Carbon Development (Amendment) Act 2021, Cork City Council is obligated to achieve a 51% reduction in energy-related greenhouse gas emissions, from a year end 2018 baseline, to be achieved by year end 2030. In addition to this statutory obligation, Cork City is now part of an ambitious EU initiative known as *EU Mission: Climate-Neutral and Smart Cities*. The EU Mission objective is to achieve accelerated European wide decarbonisation efforts and aims to deliver 100no. climate-neutral and smart cities by 2030. The cities chosen are to act as experimentation and innovation hubs so that all European cities follow suit by 2050. Under the EU Mission, Cork City Council is committed to at least an 80% reduction in greenhouse gas emissions compared to the 2018 referenced baseline.

To assist in achieving the obligations and targets as indicated above, the Council is now seeking to establish a Framework of suitably competent Engineering Consultants to deliver Civil, Structural, Architectural, Mechanical and Electrical (CSA and M&E) technical consultancy services. These services will be related, but not limited to, building decarbonisation, energy efficiency upgrades, heat pump integration, building services optimisation, PV feasibility, electrical upgrades, BMS strategy, and related technical advisory across the Local Authority's building stock.

Initially over a two-year period, this framework will establish a schedule of competent consultancy teams to deliver project packages from pre-design through to Tender pack ready documents for construction stage tendering, across the CSA and M&E Engineering disciplines. It is anticipated that the capital delivery element of the design framework shall follow subsequent to the two-year design framework period.

1.2 Project Locations

The projects to be delivered under this Framework will be in Cork City and suburbs. The initial primary focus for projects shall be on the Significant Energy Users (SEUs), as identified by the Energy Management Team through the Annual ISO 50001 Energy Management Team's Audits.

The SEUs identified include:

- City Hall Complex (Consisting of Cork City Hall Old Building, Cork City Hall New Civic Offices & Cork City Fire Station Complex).
- Leisureworld Churchfield
- Leisureworld Bishopstown
- Douglas Swimming Pool (also known as Gus Healy Swimming Pool)
- Half Moon Lane Depot (Associated with plant and machinery maintenance and repair activities).

Independently commissioned Investment Grade Decarbonisation Reports (IGDRs) across some of the SEUs have identified energy optimisation and decarbonisation strategies.

In conjunction with the SEUs, there are multiple varied sites that will be targeted under intervention work bundles. The building functions in question include, but are not limited to, area offices, sports halls, community centres, library buildings, fire station buildings, museums and operation depots.

1.3 Title of Framework

This Framework shall be known as the “*Multi-Party Framework Agreement for provision of Civil, Structural, Architectural, Mechanical and Electrical Engineering Consultancy and PSDP Services for Mission City 2030: Public Buildings Energy & CO₂ Reduction Programme (2026-2030)*”. It will be frequently referred to as the *CSA and M&E framework*.

1.4 Timeline for Submission/Tender Process

The following important particulars relating to this Procurement are all provided on the e-tenders notice accessible via the e-tenders web-portal.

- Publication date of OJEU Notice
- Closing Date for Submission of Queries
- Closing date for Submission of Suitability Assessment Questionnaire

1.5 Framework Rules and Conditions of Engagement

1.5.1 Framework Rules

The Multiparty Framework will operate according to the conditions and rules prescribed in the “*Multiparty Framework Agreement – Terms and Conditions*”.

The following are the main rules of the Framework:

Call-Off: Contracts awarded by Mini-Competition among framework participants.

Framework Duration: 2 years from the date of establishment of the framework Agreement.

Framework Expenditure Limit: Expected value of all consultancy services required under the Framework will not exceed € 600,000 maximum, unless extended under Section 1.5.2. The design deliverables anticipated under this framework form part of a significant capital works construction programme which is currently estimated to be €34M (approx.).

Consortiums: Proposed consultancy teams made up of consortiums are welcome under the framework. A proven track record in the delivery of relevant projects by the consortium members will be looked upon more favourably than consortiums that have no combined project delivery experience.

Notes:

1. The expenditure limit is the maximum allowable expenditure for all services ordered under the framework. It is NOT a target expenditure, nor a guarantee that works to this value will be ordered. The expenditure at the end of the framework may well be less than the limit.
2. There will be no obligation on Cork City Council to order any particular value of services, or any services at all, under the framework. Ordering of services will be at the absolute discretion of Cork City Council.
3. The Framework Agreement with the successful operators will end once either the Framework Duration end date or Expenditure Limit is reached, whichever comes first.
4. Cork City Council may also terminate the Framework Agreement, with any one or all participants, in accordance with the rules set out in the Framework Agreement.
5. Cork City Council is not bound to solely use the established Framework for procuring engineering consultancy services. Cork City Council will maintain the right to procure

other similar consultancy services independently outside of the framework at their absolute discretion.

1.5.2 Employer's Option to Extend Framework Duration & Expenditure Limit

At the end of the 2 year Framework Duration, Cork City Council will have the option to extend the Framework Duration by up to a maximum of 12 months, giving the Framework a maximum overall duration of 3 years. No further Duration extension will be allowed once a 3 year total duration has been reached.

Currently, this Framework is funded via the ELENA (European Local Energy Assistance) facility through the European Investment Bank and European Commission. While additional funding streams are being explored by the Energy Management Team, the current identified expenditure limit is fixed and to be shared across the multiple different design disciplines targeted for decarbonisation and energy reduction project delivery.

If any extension is made to the Framework Agreement, the Framework will end once either the extended Framework Duration end date or extended Expenditure Limit is reached, whichever comes first.

Cork City Council may offer one or both of the above extensions.

There will be no obligation on Cork City Council to make any such extension to the Framework.

Any extensions to the Framework Duration or Expenditure Limit will be at the absolute discretion of Cork City Council.

Cork City Council will be under no obligation to give a reason for not offering any Duration or Expenditure extension to the Framework.

1.5.3 Conditions of Engagement

All services under the Framework will be carried out according to "*COE1 Standard Conditions of Engagement for Consultancy Services (Technical)*".

The Conditions of Engagement are included within the tender documentation.

1.5.4 Number of Framework Participants

A Framework consisting of a maximum of 5 participants will be established.

Only applicants that meet the minimum criteria and rules for selection will be placed on the framework.

2 SERVICES REQUIRED

Framework members will be required to provide engineering consultancy services and associated services for stages (i) – (ii) [Preliminary Design & Feasibility – Detailed Design & Specification] of the Capital Works Management Framework, or selected subset thereof decided on a project-by-project basis.

Projects requiring engineering services will typically consist of the types of projects listed below (non-exhaustive):

- Building Decarbonisation
- Energy Efficiency Upgrades
- Heat Pump Integration
- BMS Strategy Optimisation & Upgrades
- Building Services Optimisation
- PV Feasibility
- Electrical System Upgrades
- Innovative energy optimisation solutions

Projects to be delivered under this Framework may include some or all of the following services to be provided:

- 1) Project scoping, feasibility and appraisal.
- 2) Options Selection and Preliminary Design.
- 3) Project Supervisor Design Process requirements. Identifying residual risks that will be present during Construction stage. Evidence of implementing all reasonable and economically feasible options into the design to mitigate against residual risk using the Principles of Prevention for risk elimination and reduction. All residual risks to be identified in a Risk assessment for each project specifically.
- 4) Detailed Engineering Design - Mechanical, electrical design packages including tender ready schedules, design drawings and design calculations. Comprehensive clash detection with existing site services and infrastructure at detailed design stage. Structural design for loading related implications on existing structures for M&E upgrade packages. Civil design packages associated with enabling works for deliver of M&E packages and associated. Architectural design in instances where deemed appropriate, based on the specifics of design proposed and implications for aesthetic and maintaining the architectural integrity of the existing building. Cork City Hall and Cork Public Museum, Fitzgerald Park, are both listed buildings which will require due consideration in this regard.
- 5) System Commissioning design parameters across Mech & Elec from detailed designs proposed.
- 6) Preparation of Construction Contract Tender Documents and associated packages across CSA and M&E disciplines. BIM Level 2 service deliverable packages shall be considered a minimum requirement for Project Safety files from Construction Stage. All Construction Contract Tender Documents should reflect such.

All services to be delivered in accordance with best practice industry Operation and Maintenance Guidelines, and the stipulations of the Building Regulations for Ireland.

All M&E designed services to comply with Building Regulations 2022: Technical Guidance Document L – Buildings other than Dwellings (or most up to date equivalent).

All detail design proposals will align with CIBSE, ASHRAE or equivalent mechanical design standards as recognised internationally through the Mechanical Building services industry.

Applicants will note that on certain projects or assignments, the input of additional Design Team disciplines external to the framework disciplines may be required. This is applicable in the case of Cork City Hall and the Cork Public Museum, Fitzgerald Park, which are protected structures of regional significance on the Cork City Council Record of Protected Structures. As such, works associated with these sites will involve engagement with a Conservationist Specialist during consideration of viable decarbonisation works packages.

Applicants who do not meet the requirements, as set out in the Suitability Assessment Questionnaire, will be eliminated and will not proceed to the next stage (Closed competition works package tendering).

2.1 Health & Safety

In executing the contracted services for any project, Framework participants will have full responsibility for completing their work in full compliance with the Safety, Health and Welfare at Work Act 2005 and any relevant Regulations, Guidelines and Codes of Practice established under or associated with the Act. The Safety, Health and Welfare at Work (Construction) Regulations 2013 will be particularly relevant.

3 PROCUREMENT PROCESS AND EVALUATION

The Framework will be established using the Restricted Procedure of the Capital Works Management Framework. The evaluation process will be carried out in stages as detailed in the following sections.

The Contracting Authority will inform all Applicants of any decisions taken at the end of each stage in accordance with current statutory requirements of SI No. 130 of 2010 European Communities (Public Authorities' Contracts) (Review Procedures) Regulations 2010, as amended.

3.1 Stage 1 – Suitability Assessment Questionnaire

A summary of the applicable Suitability Assessment Criteria is given in the Table titled “Contracting Authority’s Assessment Scheme” in (Section 3) of the SAQ QC_Part 1 document. This table indicates which criteria are Pass/Fail and which are Qualitative.

3.1.1 Tender Documents for Stage 1

The Stage 1 documentation comprises the following:

1. This General Information document
2. Suitability Assessment Questionnaire (SAQ) - QC1 Engineering Consultancy Services Part 1
3. Suitability Assessment Questionnaire (SAQ) - QC1 Engineering Consultancy Services Part 2
4. Appendix A – Applicant’s Personal Situation Declaration re: Article 57 10-07-2025
5. Appendix B1 – List of Relevant Previous Projects / Certificate of Satisfactory Execution
6. Appendix B3 – Certificate of Satisfactory Delivery of Services
7. European Single Procurement Document (ESPD)
8. Sample Framework Agreement (For Information Only)
9. COE1 Standard Conditions of Engagement

3.1.2 Compliance Check

Candidate’s submissions are assessed for Compliance; ie: checking that the submission has included the required documents and is fully and properly completed according to the relevant instructions.

Any submission determined to be non-compliant or incomplete may be excluded from further consideration.

3.1.3 SAQ - Pass/Fail Criteria

The submissions for the Pass/Fail Criteria of candidates’ SAQ submission will be assessed to determine compliance with the minimum requirements

Only candidates whose submissions have achieved a pass in all Pass/Fail criteria will proceed to an assessment of the Qualitative Criteria.

Failure of Applicants to pass the minimum requirements of any of the Pass/Fail criteria will result in the Applicant’s elimination from the process.

3.1.4 SAQ – Qualitative Criteria

The Table titled *Qualitative Assessment – Weighting* in (Section 3) of the SAQ QC1 Part 1 document gives the weightings applicable to each assessment criteria.

Submissions that satisfy all Pass/Fail criteria will be assessed under the Qualitative criteria, according to the marking scheme and weightings for those criteria.

Any candidate that scores less than 40% of the full marks allocated for any one of the Qualitative Criteria will be disqualified from the process.

Applicants will be assessed relative to each other. A maximum of 5 applicants (the 5 highest scorers in qualitative criteria) will proceed to Stage 2.

Any candidate with a Qualitative Criteria score lower than the top 5 will be eliminated from the process.

3.2 Stage 2 –Tender for Initial Services Contract

Candidates shortlisted at the end of Stage 1 (maximum 5) will be invited to submit a tender for the initial services contract under the Framework.

3.2.1 Compliance Check

The tenders received will be checked for compliance, i.e. all required documents provided and completed, according to Instructions to Tenderers. Any invalid tenders will be eliminated from the competition.

3.2.2 Tender Evaluation

The valid tenders received will be ranked in terms of competitiveness, according to the Pricing and Quality criteria specified in the tender documents.

3.2.3 Establishment of Framework

The top 5 (maximum) ranked tenders will form the Framework. Framework Agreements will be signed with those 5 most competitive tenderers.

3.2.4 Reserve Panel

Tenders from the Stage 1 Qualitative process who submitted **valid** tenders but did not achieve a position in the top 5 applicants, will be placed on a supplementary panel for inclusion to the Framework should the need arise within the lifetime of the Framework. Call off from this Reserve panel shall be sequential and based off the ranking position achieved from the Stage 1 process (ie: Position 6, Position 7, Position 8 etc). Such a call off may arise in instances where originally successful candidates become insolvent, display dereliction of their duties as defined by the framework qualifying parameters or similar.

3.3 Stage 3 – Service Contract Award

3.3.1 Contracts for Services – Mini-Competitions

Subsequent contracts will be tendered and awarded according to the terms of the Framework Agreement - mini-competition amongst the Framework Participants. All Framework Participants (maximum of 5) will be invited to tender for each subsequent mini competition via the e-tenders web portal.

Contracts will be awarded based on a combination of tender price and quality, or price only, as will be specified in the Invitations to Tender documents for each subsequent services contract.

Inclusion on the Framework Agreement, or on a reserve panel, does not guarantee award of any contract.

As a guideline only, it is anticipated that the award of the initial contract under a competitive tender competition will happen in Q3 of 2026

4 FORMAT OF SUBMISSIONS

Applicants should not provide, at this stage, any information other than that requested for Stage 1.

The Council will not consider any additional information as part of the evaluation process.

It is the Applicant's responsibility to ensure that all the necessary information is supplied and that it is accurate.

Submissions shall be submitted strictly through the competition's page on the e-tenders web-portal only (www.etenders.gov.ie). Submissions will **not** be accepted through any other means whatsoever.

Appendix C of this document summarises the supporting documents that should be submitted in response to this invitation to tender.

5 TENDER QUERIES & CLARIFICATIONS

Any queries regarding this competition **must** be submitted via the messaging function on the e-tenders web-portal www.etenders.gov.ie. Queries lodged through any other means **will not** be accepted.

The deadline for Applicants to submit a query is stated on the e-tenders notice will be 7 working days prior to the closure of the competition date as published on e-tenders. Queries will not be accepted after the query deadline has passed.

Cork Council will circulate responses to queries to all Applicants that have registered an interest in this competition within 3 working days of the query deadline. The responses will be anonymised - the identity of the party making the query will not be disclosed in the responses.

Queries received will be complied by the contracting authority. All query responses to queries received shall be published together, in unison via the eTenders portal, within 3 working days, following the query deadline date.

6 CLARIFICATIONS OF APPLICANT'S SUBMISSIONS

Should Cork City Council consider that any aspect of an Applicant submission is unclear, the Council may seek a clarification from the Applicant during the assessment process.

It should be noted that responses to clarifications must in no way materially alter or supplement an Applicant's submission. Should the response be considered to have altered or supplemented the submission, that Applicant may be excluded from the competition process.

No unsolicited communications will be entertained during the evaluation period.

7 ADDITIONAL INFORMATION AND GENERAL CONDITIONS

- 1) Cork City Council is subject to the provisions of the Freedom of Information Act (FOI) 2014. If you consider that any of the information supplied by you is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for the sensitivity specified. In such cases, the relevant material, will in response to the FOI request; be examined in the light of the exemptions provided for in the Acts.
- 2) It will be a condition for the award of the contract that the successful tenderer can promptly produce a current Tax Clearance Certificate. Please refer to Irish Revenue web-site – <http://www.revenue.ie/>. Tenderers must submit a signed statement that the company and all proposed Sub-Contractors (if applicable), or consortium members (if applicable), are able

to produce a valid Tax Clearance Certificate in compliance with Circular (43) 2006 as amended or replaced and that the certificate will be maintained for the duration of the contract and will be on a 12 month basis, or, must submit a valid Tax Clearance Certificate as stated above.

- 3) Suppliers must register their interest on the eTenders web site (www.etenders.gov.ie) to be included on the mailing list for clarifications.
- 4) Please note also that all information relating to attachments, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal (www.etenders.gov.ie) only. Registration is free of charge. Cork City Council will not accept responsibility for information relayed (or not relayed) via third parties.
- 5) Tenders may be submitted in English or in the Irish language only.
- 6) Please note that OJEU contracts are covered by the Government Procurement Agreement (GPA).
- 7) Appeals procedure: The body to whom appeals should be addressed is – The High Court, Four Courts, Inns Quay, Dublin 7
- 8) The Council will not be liable in respect of any costs incurred by Applicants in the preparation of submissions irrespective of the outcome, nor if the procedure is cancelled or postponed.
- 9) The Council reserves the right, without notice, to terminate the process or change any part of the tender process including the time limits and the procedures for the tender process. In such circumstances, the Council and its advisors shall not be liable to any persons as a result thereof.
- 10) Responses to this procurement competition will be evaluated in their own right. No recognition will be given to information previously submitted.
- 11) All financial information provided by Applicants should be denominated in Euro (€) except where financial information is being provided in a certified or audited supporting document such as a set of financial statements in which case it is sufficient for the information to remain in its original currency.
- 12) No publicity regarding this public procurement competition or the award of the contracts is permitted unless and until the Council has given its prior written consent to the relevant communication.
- 13) Applicants must be prepared to contract under Irish law.
- 14) This Information for Applicants document is not a contract, or a part of a contract, or an offer to make a contract. There will be no contract unless and until a contract is finally and formally concluded at the end of the procurement process. The Council has no obligation to enter into a contract with any Applicant or any Tenderer.
- 15) Applicants shall not canvass any member or employee of the Council. Failure to comply with this requirement will result in disqualification from the procurement process.
- 16) Applicants are expressly and strictly prohibited from discussing any aspect of their submission with other Applicants or otherwise exchanging information or colluding in respect of this procurement process. Any Applicant who fails to comply with this requirement may be disqualified.
- 17) The Council has taken all reasonable care to ensure that the material set out in this Competition Summary document and the accompanying Suitability Assessment Questionnaire is true and accurate in all material respects as at the time of publication. However, the Council does not warrant or represent that this document or the Suitability Assessment Questionnaire or any other information given to Applicants is accurate or complete. Neither the Council nor its advisors, accept liability for any error, misstatement, or omission (negligent or otherwise) in this document, or in any other information given to Applicants.

Appendix A: Qualitative Criteria Assessment

The Qualitative Assessment Criteria is listed below, and also detailed in Section 3 of the Suitability Assessment Questionnaire. The table below gives the available marks, weightings and maximum page count for content to be submitted for each of the Qualitative Assessment Criteria. Submissions received which exceed the stated maximum page will be assessed on the basis of the first 1 / 2 pages (single sided only) for each criteria, as appropriate. Subsequent pages above the allowable page count will be disregarded and not marked in the assessment.

SAQ QC1 Reference	Selection Criteria (Refer to SAQ for detailed requirements)	Max. no. of A4 pages	% Weighting	Total Marks (Out of 10,000)
3.4 a	Managerial Qualifications & Experience of nominated person (DPM Role)	1 page per person	10%	1,000
3.4 a	PSDP Qualifications & Experience of nominated person (PSDP Role) Note: Minimum training requirement, as outlined in Section 3.4.1a, must be met prior to evaluation of the nominated person's documentation.	1 page per person	5%	500
3.4 b	Personnel Qualifications & Experience: Principal Service Providers • Mechanical Design Engineer • Electrical Design Engineer • Structural Design Engineer • Civil Design Engineer	1 page per person	10%	1,000
3.4 b	Personnel Qualifications & Experience: Specialist Service Providers • Mechanical Building Services Designer • BMS System Designer • Non-Domestic BER Modeller • Dynamic Simulation Modeller (DSM) • Solar PV Modeller • Fire Safety Compliance Subject Matter Expert • Architect	1 page per person	10%	1,000

Technical Services provided over the past FIVE years				
3.4c	Principle Service Provider: <u>Projects</u> Evidence of satisfactory experience in providing technical services on <u>3no. projects</u> of a similar scale, nature and complexity to the ones for which applications are being assessed. Appendix B of this document indicates proposed projects in 3no. project sites.	2 pages per project	50%	5,000
3.4c	Specialist Skills Providers: <u>PSDP</u> Evidence of satisfactory experience in the provision of PSDP services for <u>3 no. projects</u> of a similar scale, nature and complexity to the ones for which applications are being assessed. Appendix B of this document indicates proposed projects in 3no. project sites. Failure to provide a sample project Design Risk Assessment will result in a “0” Section scoring. Note: The Sample DRA provided is NOT subject to a page count limit.	2 pages per project	10%	1,000
Measures for Ensuring Quality				
3.4d	Principal Service Provider: Evidence of Quality Assurance and Good Documentation Practices. Indication of certification standards achieved and documentation practices (Eg: BIM Level 2 or similar).	2 pages only	5%	500
	TOTAL	-	100%	10,000

Marking Scheme for Criterion 3.4a within Suitability Assessment Questionnaire – Part 1:

Criterion 3.4a will be assessed in the following manner:

- (i) A raw score out of 10 will be allocated the DPM and PSDP roles listed. (Max scoring of 2no. roles x 10 = 20 marks available taking account of the scoring guidance set out in (iv) below).
- (ii) The raw score, in this case, out of 20 awarded will be divided by 20 and then multiplied by the maximum marks available for that section in order to obtain the mark.
- (iii) All marks other than the raw scores will be calculated to two decimal places.
- (iv) Scoring of answers is as follows (0 the lowest and 10 the highest);

0 = Role not filled.

1-2 = Proposed role filler has poor background experience and qualifications and is unsuitable for the framework projects proposed.

3-4 = Proposed role filler lacks convincing experience and qualifications for the framework projects proposed

5-6 = Proposed role filler meets the experience and qualification requirements but lacks sufficient detail to award a higher mark. Exhibits good project work experience for the framework projects proposed.

7-8 = Proposed role filler exceeds the experience and qualification requirements. Exhibits strong project work experience for the framework projects proposed. .

9-10 = Proposed role filler is an industry leader and SME across their discipline. Project work aligns fully with the proposed framework projects proposed.

Cork City Council and/or their agents reserves the right to contact the relevant Employers during the evaluation process to validate the details supplied by applicants in their submissions.

Marking Scheme for Criterion 3.4b within Suitability Assessment Questionnaire – Part 1:

Criterion 3.4b will be assessed in the following manner:

- (i) A raw score out of 10 will be allocated to each engineer and specialist skill provider listed. (Max scoring of 11no. roles x 10 = 110 marks available taking account of the scoring guidance set out in (iv) below).
- (ii) The raw score, in this case, out of 110 awarded will be divided by 110 and then multiplied by the maximum marks available for that section to obtain the mark.
- (iii) All marks other than the raw scores will be calculated to two decimal places.
- (iv) Scoring of answers is as follows (0 the lowest and 10 the highest);

0 = Role not filled.

1-2 = Proposed role filler has poor background experience and qualifications and is unsuitable for the framework projects proposed.

3-4 = Proposed role filler lacks convincing experience and qualifications for the framework projects proposed

5-6 = Proposed role filler meets the experience and qualification requirements but lacks sufficient detail to award a higher mark. Exhibits good project work experience for the framework projects proposed.

7-8 = Proposed role filler exceeds the experience and qualification requirements. Exhibits strong project work experience for the framework projects proposed. .

9-10 = Proposed role filler is an industry leader and SME across their discipline. Project work aligns fully with the proposed framework projects proposed.

Cork City Council and/or their agents reserves the right to contact the relevant Employers during the evaluation process to validate the details supplied by applicants in their submissions.

Marking Scheme for Criterion 3.4c within Suitability Assessment Questionnaire – Part 1:

Criterion 3.4c will be assessed in the following manner:

- (i) A raw score out of 10 will be allocated to each project example (Max scorings of 3x10 = 30 marks available) taking account of the scoring guidance set out in (iv) below.
- (ii) The raw score, in this case out of 30 awarded, will be divided by 30 and then multiplied by the maximum marks available for that section in order to obtain the mark.
- (iii) All marks, other than the raw scores, will be calculated to two decimal places.
- (iv) Scoring of answers is as follows (0 the lowest and 10 the highest);

0 = Failed to address the issue.

1-2 = A response which the Employer considers has limited detail.

3-4 = A response which the Employer considers lacks convincing detail.

5-6 = A response which demonstrates a reasonable understanding of the Employer's requirements for the services to be provided but lacks sufficient detail to award a higher mark.

7-8 = A response that demonstrates real understanding of the requirements as evidenced by the relevance, associated compliances, quality assurance and post-completion metrics achieved.

9-10 = A response that exceeds the Employer's requirements. Provides detailed supporting evidence and has very few or no weakness. Demonstrates innovation and engagement with novel solutions. Response demonstrates that the Tenderer will provide outstanding service if awarded.

Cork City Council and/or their agents reserves the right to contact the relevant Employers during the evaluation process to validate the details supplied by applicants in their submissions.

Marking Scheme for Criterion 3.4d within Suitability Assessment Questionnaire – Part 1:

Criterion 3.4d will be assessed in the following manner:

- (i) A raw score out of 10 will be allocated to the information provided (Max scorings of $1 \times 10 = 10$ marks available) taking account of the scoring guidance set out in (iv) below.
- (ii) The raw score, in this case out of 10 awarded, will be divided by 10 and then multiplied by the maximum marks available for that section in order to obtain the mark.
- (iii) All marks, other than the raw scores, will be calculated to two decimal places.
- (iv) Scoring of answers is as follows (0 the lowest and 10 the highest);

0-3 = Poor/No standards of quality control practices demonstrated or employed within the organisation.

4-6 = Meets requirements and basic expectations of quality control but lacks sufficient detail or evidence to merit a higher score.

7-10 = Demonstrates industry leading practices in relation to documentation, quality control and reliability in project delivery for clients. Demonstrates robust practices and structures within the design process to mitigate against personnel losses during projects and prevent project design challenges.

Cork City Council and/or their agents reserves the right to contact the relevant Employers during the evaluation process to validate the details supplied by applicants in their submissions.

Appendix B: Sample future projects proposed to be undertaken by Cork City Council as part of Stage 2 of this Framework creation (Closed competition for Pre-design to Detailed Design IFT ready Packages)

1. Cork City Hall - Decarbonisation and Building Services Energy Performance Package

Cork City Hall is an SEU that requires a significant intervention to deliver decarbonisation and optimised building services performance to significantly reduce its current energy costs, energy consumption and CO₂ emissions.

Located on Anglesea Street in the heart of Cork City, the site comprises the original main City Hall building, the Civic Offices (circa 2001) and the adjacent Cork City Fire Station. Together, these buildings serve as critical infrastructure for the city's administration and emergency response services.

The original City Hall building was constructed in 1936, is a listed protected structure and has undergone multiple upgrades and refurbishments over the decades, including expansions to support additional office space and the development of the Millenium concert hall. The fire station is a high-occupancy, 24/7 operational facility with specific heating, and domestic hot water requirements. The overall site represents a mix of heritage and modern construction, natural and mechanical ventilation strategies, and a wide range of energy use profiles.

An Investment Grade Decarbonisation Report (IGDR) has identified the potential to create a 37% reduction in annual energy costs through a 56% reduction in energy consumption and a 55% reduction in CO₂ emissions.

Main objectives and elements

- Assess the feasibility of restoring the Geothermal Heat Pump system installed as part of the Civic Office development but decommissioned shortly after install due to operational issues and failings. The originally installed open looped system could be assessed for a closed loop system or ambient loop system.
- Design of an optimised Building Management System (BMS).
- Assess feasibility and design for a heat pump to deliver practical and efficient decarbonisation for heat load for the site, with decommissioning of the existing gas boiler, or reducing it to a stand-by / back system contributor.
- LED upgrades and lighting control strategies to reduce energy consumption.
- AHU performance optimised strategies and upgrades per system, as appropriate.
- Incorporation and install of Solar PV into existing site and adjacent car park.
- Draught proofing, radiator TRV control strategies (Old City Hall Building) and other such energy reduction intervention packages.
- Explore the potential to develop the site as a carbon neutral performance venue.
- Explore feasible and proven innovative design solutions to deliver optimised building energy performance.

2. Gus Healy Swimming Pool, Douglas - Decarbonisation and Building Services Energy Performance Package

The Gus Healy Swimming Pool, Douglas is an SEU that requires a significant intervention to deliver decarbonisation and optimised building services performance to significantly reduce its current energy costs, energy consumption and CO₂ emissions.

The Gus Healy Municipal Pool, also known as LeisureWorld Douglas, is a public swimming facility located in Douglas, Cork. The building is owned by Cork City Council and operated by LeisureWorld on behalf of the Council.

An Investment Grade Decarbonisation Report (IGDR) has identified the potential to create a 36% reduction in annual energy costs, a 64% reduction in energy consumption and a 62% reduction in CO₂ emissions.

Main objectives and elements

- Upgrade of pool pumps (3no.)
- Upgrade of AHUs (2no.)
- Feasibility assessment of decarbonisation heating options for the site, to include all potentially viable Heat pump-based options.
- Incorporate heat recovery in all aspects of the build to ensure peak mechanical efficiency.
- Design of an optimised Building Management System (BMS).
- Incorporation and install of Solar PV into the existing site using conventional and novel means.
- Building fabric upgrades where proven financial viability and of proportionally appropriate financial payback.
- Assess feasibility of a Geothermal (Closed loop shallow ground loop based) system to support sustainable heating onsite.
- Explore feasible and proven innovative design solutions to deliver optimised building energy performance.

3. Half Moon Lane Depot, Ballinlough - Decarbonisation and Building Services Energy Performance Package

The Half Moon Lane Depot, Ballinlough is an SEU that requires a significant intervention to deliver decarbonisation and optimised building services performance to significantly reduce its current energy costs, energy consumption and CO₂ emissions.

The Half Moon Lane Depot is used primarily by Cork City Council's Roads and Operations teams for maintenance, traffic management and related activities. The site includes a combination of office and welfare spaces, along with workshop and storage areas that support daily operations.

An Investment Grade Decarbonisation Report (IGDR) has identified the potential to create a 34% reduction in annual energy costs, a 34% reduction in energy consumption and a 34% reduction in CO₂ emissions.

Main objectives and key elements

- Optimisation of Daylighting
- Boiler house utility optimisation and design of an optimised Building Management System (BMS) to serve relevant areas.
- Reduction strategies for Natural Gas usage.
- Incorporation and install of Solar PV into the existing site using conventional and novel means.
- Explore feasible and proven innovative design solutions to deliver optimised building energy performance.

Appendix C: Checklist for Stage 1 Submission

No.	Completed Suitability Assessment Questionnaire QC1	Check
1	Professional or Trade Register	
2	Suitability Assessment Questionnaire, SAQ QC1, fully completed with accompanying documents and evidence to support Financial & Economic Standing Question 3.3.	
3	CVs in response to Question 3.4a Ensure Specialist Skill Provider (PSDP), demonstrates PSDP training requirement as per Note 3.4.1a (Pass/Fail Criteria for assessment)	
4	CVs in response to Question 3.4b	
5	Project information sheets in response to Question 3.4c Principal Service Provider	
6	Project information sheets in response to Question 3.4c Specialist Skills Providers Ensure inclusion of a sample Design Risk Assessment (DRA) associated with a relevantly listed project (Appendix B1 listed) displaying PSDP competency associated with requirements of Section 3.4.1c Safety and Health Supplement. The sample DRA provided in NOT subject to any page count limit.	
7	Documents in support of Section 3.4d – Measures for Ensuring Quality.	
8	Documents in support of Section 3.4h – Environmental Management Measures.	
9	Completed Appendix A: Applicant's Self Declaration	
10	Completed Appendix B1: List of Projects	
11	Completed Appendix B3: Certificates of Satisfactory Execution	
12	European Single Procurement Document (ESPD)	