

Service Requirements for Architect or Engineer Led Integrated
Multidisciplinary Design Team Consultancy Services For the National
Bioeconomy Pilot Project (NBPP) Building, Infrastructure Upgrade and
Expansion works



About Tipperary County Council (TCC)

Tipperary County Council (TCC) is the Local Authority responsible for the service delivery of the sixth largest county in Ireland and manages a budget of approximately €234m across eight service divisions. The Council comprises a Elected Council of 40 Councillors with a permanent Executive. There are 5 Municipal Districts (MD) across the County. Two of these MDs are located in the Just Transition Area, i.e. Thurles MD and Carrick-on-Suir MD.

TCC continuously aims to provide essential services to our community, including education, housing, waste management, public safety, and infrastructure development. TCC also works to promote economic, community, and rural development, social well-being, and environmental sustainability within our county. We also strive to address community needs, and ensure effective governance at the local level.

TCC continue to seek to realise our vision for the County, to build a more vibrant, sustainable and inclusive Tipperary, to address climate change whilst also meeting the demands of a growing population and to stimulate local economic growth. Tipperary County Council has needed to be innovative in how we deliver the best possible outcomes for our communities within an ever-changing environment and in terms of demonstrating our civic leadership.

TCC operates to our current Corporate Plan 2020 to 2024. The Mission Statement of the Council is to deliver “A vibrant place where people can live, visit and work in a competitive and resilient economy, a sustainable environment and an inclusive and active community.”

The Council actively supports the economic development of rural areas, including managing the Town and Village Renewal Programme, the Outdoor Recreational Infrastructure Scheme, Urban Regeneration and Development funding and Rural Regeneration and Development Funding. It has significant management and technical expertise which it can provide to the Just Transition Fund Projects, both in the development phase, and the post-development phase.

Key economic achievements in the past 24 months include:

- The adoption of the first all-county Tipperary Development Plan, a major six-year strategy for the period 2022-2028
- Significant progress on projects funded under Project Ireland 2040: Regeneration and Development such as the Clonmel 2030 Transformational Regeneration plan, Liberty Square Enhancement scheme, Nenagh Centre of Excellence for Sustainable Energy, Tipperary Town Regeneration River Ara Walkway, Fethard Town Park and Templemore Town Hall Enterprise & Cultural center
- €30.8 million allocated to three Tipperary towns, Carrick-on-Suir, Cahir and Roscrea, under the Rural Regeneration Development Fund (RRDF);
- Appointment of a Town Regeneration Officer to deliver a Town Centre First plan for Roscrea;
- Approval to the development of an integrated College of the Future within the vacated Kickham Barracks site in Clonmel;
- Tipperary is one of 6 Regional Hubs funded through the European Research Executive Ag

TCC has delivered numerous capital projects and programmes, including successfully working in partnership with State bodies, national and local stakeholders and with community groups.

The Council has a substantial track record in the delivery of major capital projects across its administrative area to a high standard and on time, while managing budgets within an inflationary environment. The Council has established an oversight team, with strong governance and project management structures, and a steering committee to ensure the successful delivery of development and capital projects.

Tipperary County Council, through its partnership with the Tipperary Energy Agency, and other stakeholders is an early leader in collaborative and positive climate action, and by the development of the Local Authority Climate Action Plan 2024 – 2029 (LACAP) is further embedding climate action across its service delivery. The LACAP (currently in draft format) outlines the main climate risks facing Tipperary and the current levels of greenhouse gas emissions of the Council and of the county. The LACAP sets out 100 Council climate actions including the Council's commitment to achieving its own emissions reductions (51%) and energy efficiency (50%) targets. Action delivery will mainstream climate action across Council services, and support a collaborative move towards community and sectoral emissions reductions, biodiversity enhancement and climate action etc.

Project Overview

The NBPP Infrastructure Upgrade & Expansion Project at the Lisheen site will deliver targeted enabling infrastructure to address identified operational constraints within the existing National Biorefinery Pilot Plant (NBPP). Subject to funding approval in October 2026, the project will be delivered within the defined programme period from October 2026 to March 2028.

The project comprises a 169m² office and collaboration space extension, façade upgrades and internal reconfiguration works, installation of a 30 Population Equivalent (PE) wastewater treatment system, and integration of rooftop photovoltaic (PV) solar generation with battery storage, façade and ancillary works.

The development is designed to enhance operational capacity, improve resource efficiency, and reduce environmental impact. It will enable increased enterprise engagement, research activity and training, supporting multiple concurrent users within a modernised and compliant facility.

The works will be delivered on a brownfield site within a live operational environment, requiring phased construction and careful coordination to minimise disruption. The MDT will mobilise immediately upon appointment in late 2026, progressing design, procurement and construction to achieve completion and handover by March 2028.

Overall, the project represents a strategic investment in the Lisheen bioeconomy campus, supporting regional economic development, climate action objectives, and long-term operational resilience

1. Overview of Services

The appointed Architect/Engineer-led Multidisciplinary Design Team (MDT) will act as Lead Consultant for the delivery of the NBPP Infrastructure Upgrade & Expansion Project at the Lisheen site.

The MDT will provide full professional services from project inception through to completion, including design, procurement, construction supervision, certification, and post-completion support, in accordance with the Capital Works Management Framework (CWMF).

The MDT will take overall responsibility for:

- Design leadership and coordination of all disciplines
- Integration of architectural, civil, structural, mechanical, electrical and environmental elements
- Compliance with all statutory and regulatory requirements
- Supporting procurement and contract award
- Administration and supervision of construction works
- Ensuring successful commissioning, handover, and operational readiness

2. Project Scope

The MDT will develop and deliver a fully integrated infrastructure solution comprising:

- Construction of a 169m² office extension and internal reconfiguration
- Façade upgrade works and accessibility improvements
- Installation of a 30 PE wastewater treatment system
- Design and integration of rooftop photovoltaic (PV) system with battery storage and EV charging infrastructure

All elements must be coordinated into a single, buildable and efficient design, suitable for delivery within a live operational facility.

3. Core Responsibilities

The MDT shall:

- Act as Lead Consultant and Design Team Coordinator
- Establish and manage the Project Execution Plan (PEP)
- Develop and maintain a project programme aligned to funding timelines
- Integrate sustainable design principles, biodiversity enhancement measures, and green public procurement requirements throughout the project lifecycle.
- Ensure designs align with the National Biodiversity Action Plan, promote the use of low-carbon materials and construction methods, and undertake whole-life carbon assessments at key project stages. Deliver solutions that minimise environmental impact and comply with Tipperary County Council's Green Public Procurement Strategy and relevant national guidance on embodied carbon reduction

- Prepare and manage a Design Responsibility Matrix (DRM)
- Undertake site inspections, surveys and verification of existing conditions
- Develop coordinated, compliant and cost-effective design solutions
- Maintain a live project risk register
- Ensure integration of all building systems, utilities, and renewable energy infrastructure

- Manage cost planning and budget control throughout design development
- Prepare drawings, specifications, and tender documentation
- Manage procurement processes including evaluation and recommendation for award
- Administer contracts and provide construction stage services
- Act as Assigned Certifier under BCAR (where required)
- Oversee testing, commissioning and performance verification
- Provide full handover documentation including as-built drawings and O&M manuals

Stage 1 – Project Definition

Key Activities

- Review Employer's Requirements, project brief and funding conditions
- Review all existing drawings, reports, planning approvals and surveys
- Undertake detailed site inspections and verification surveys
- Confirm scope boundaries across building, wastewater, energy and façade works
- Identify all statutory and regulatory requirements (planning, BCAR, fire, environmental)
- Establish governance structure, roles, reporting lines and communication procedures
- Develop Project Execution Plan (PEP)
- Prepare Design Responsibility Matrix (DRM) across all disciplines
- Develop detailed project programme aligned to START timelines
- Establish and populate project risk register with mitigation measures
- Identify required surveys and specialist inputs (structural, utilities, environmental)
- Develop procurement strategy including works packaging and sequencing
- Examine if an extension to existing planning permissions is required

Key Deliverables

- Project Execution Plan (PEP)
- Project Programme (Stage 1 baseline)
- Design Responsibility Matrix (DRM)
- Site Assessment & Constraints Report
- Statutory Compliance Schedule
- Risk Register and Procurement Strategy Report
- Extension to existing planning if required

Stage 2 – Concept Design

Key Activities

- Develop coordinated concept design across all disciplines
- Prepare initial layouts, sections and spatial arrangements
- Define operational workflows and user requirements
- Develop concept solutions for office extension, façade works and internal reconfiguration
- Prepare preliminary engineering strategies (civil, structural, M&E, wastewater)
- Develop concept design for PV, battery storage and electrical integration
- Identify all key interfaces with existing building and live operations
- Undertake preliminary fire safety strategy
- Undertake preliminary Part M accessibility review
- Prepare outline specifications and performance requirements
- Prepare initial cost plan and value alignment check
- Consult with stakeholders and end users and incorporate feedback
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Key Deliverables

- Concept Design Report
- Coordinated concept drawings (plans, sections)
- Preliminary engineering strategies (all disciplines)
- Outline specifications and performance criteria
- Initial cost plan and budget analysis
- Fire strategy and accessibility statements (concept level)

Stage 3 – Developed Design

Key Activities

- Develop coordinated architectural, civil, structural and M&E design
- Progress all layouts, systems and interfaces to developed design level
- Integrate all building, wastewater and energy systems into a cohesive design
- Finalise spatial layouts, room functions and operational flows
- Advance fire safety strategy (escape routes, compartmentation, detection)
- Develop detailed Part M accessibility solutions
- Coordinate all interfaces with existing structures and services
- Undertake detailed design calculations and system sizing
- Progress technical specifications and drawings
- Update cost plan and implement value engineering
- Maintain and update risk register with emerging risks
- Liaise with statutory bodies and stakeholders as required

Key Deliverables

- ▢ Developed Design Report
- ▢ Fully coordinated developed design drawings
- ▢ Updated multidisciplinary specifications
- ▢ Detailed fire strategy report
- ▢ Part M Accessibility Compliance Report
- ▢ Updated cost plan and risk register

Stage 4 – Detailed Design & Procurement

Key Activities

- ▢ Develop full construction-ready detailed design across all disciplines
- ▢ Produce detailed drawings (plans, sections, details, schedules)
- ▢ Fully coordinate design to eliminate clashes and ensure buildability
- ▢ Finalise all specifications and workmanship standards
- ▢ Complete fire safety design and certification requirements
- ▢ Finalise accessibility (Part M) compliance
- ▢ Integrate all interfaces with existing building and systems
- ▢ Finalise cost plan and confirm budget alignment
- ▢ Prepare full tender documentation (CWMF compliant) and in accordance with TCC procurement policies and Green Public Procurement Policies
- ▢ Manage tender queries, clarifications and addenda
- ▢ Evaluate tenders using MEAT criteria and prepare assessment reports
- ▢ Recommend contractor(s) for award and prepare contract documentation

Key Deliverables

- ▢ Detailed design (construction-ready) drawings package
- ▢ Final specifications and works requirements
- ▢ Fire safety documentation (incl. FSC where required)
- ▢ Tender documentation package (drawings, specs, BoQ, contract)
- ▢ Tender evaluation report and recommendation
- ▢ Final pre-contract cost plan and procurement report

Stage 5 – Construction, Supervision & Handover

Key Activities

- Administer works contracts in accordance with CWMF
- Provide site inspections, supervision and quality assurance
- Act as Assigned Certifier under BCAR and implement Inspection Plan
- Review contractor submissions (shop drawings, materials, method statements)
- Monitor progress against programme and report regularly
- Manage RFIs, technical queries and design clarifications
- Coordinate works within a live operational facility (phasing, segregation, continuity)
- Administer variations and change control procedures
- Monitor health & safety compliance with PSCS
- Attend and chair site and progress meetings
- Oversee testing, commissioning and system verification
- Manage completion, snagging and handover process

Key Deliverables

- Interim payment certificates and financial reports
- Site inspection records and progress reports
- BCAR inspection and compliance documentation
- Record of approved contractor submissions
- Commissioning and performance verification reports
- Practical completion, snag lists and handover documentation

Stage 6 – Defects Liability & Close-Out

Key Activities

- Monitor building performance during defects liability period
- Record and manage defects via structured defects register
- Review reported defects and confirm corrective actions
- Coordinate contractors for timely defect rectification
- Inspect completed remedial works for compliance
- Provide technical advice on operational or performance issues
- Monitor performance of energy and building systems
- Support client in managing contractor obligations
- Certify completion of defects
- Assist with final account agreement
- Maintain records of defects and close-out actions
- Prepare final close-out report

Key Deliverables

- Defects Register and tracking reports
- Certification of Making Good Defects
- Final Account report and financial close-out
- Post-completion performance review
- Certification of final compliance
- Stage 6 Close-Out Report

Freedom of Information Act 2014:

Tenderers are asked to consider if any of the information supplied by them in response to this request for tenders should not be disclosed because of its sensitivity. If this is the case, tenderers should specify the information that is sensitive and the reasons for its sensitivity. TCC cannot guarantee that any information provided by tenderers, either in response to this tender or in the course of any contract awarded as a result thereof, will not be released pursuant to TCC's obligations under law, including the Freedom of Information Act 2014, EU and Irish Government Procurement Procedures or in response to questions, debates or other parliamentary procedures in or of the Oireachtas (the Irish Parliament). TCC accepts no liability whatsoever in respect of any information provided which is subsequently released or in respect of any consequential damage suffered as a result of such disclosure. The Company should be aware that, in accordance with section 6 (9) of the Freedom of Information Act 2014 any record in the Company's possession shall, in so far as it relates to the service provided under this contract, be deemed for the purposes of the Act to be held by TCC and shall be made available to TCC, upon request, for the purposes of the Act, for retention by TCC, for such period as TCC considers reasonable in the circumstances. Information provided to TCC may be disclosed in response to a request under the Freedom of Information Act 2014. Should the Company consider that any such information is commercially sensitive, it should, when providing the information, identify same and specify the reasons for the sensitivity. TCC will consult with the Company regarding information identified by it as sensitive before making a decision on any freedom of information request received.

Additional services and associated works:

The Council reserves the right to award additional related services and/or works arising from this Project, subject to available funding and in accordance with applicable public procurement Requirements, European public spending obligations, and relevant procurement legislation