CORK COUNTY COUNCIL

CAPITAL DELIVERY UNIT

Comhairle Contae Chorcaí
Cork County Council

Single Service Provider, Engineering Led Multi-Disciplinary Design Team - Stages (iic - v) for

Cobh Public Realm Regeneration Phase 1

Quality Criterion

Marking Scheme for Qualifying Tenders

Applicants are advised that this process to appoint a Design Team is based on Most Economically Advantageous Tender (MEAT) with Quality/Price Ratio of 70:30. Minimum Quality Threshold for each criterion: 40% (except for Criterion E which has no Minimum Quality Threshold).

- Total Score 10,000
- Quality Score 7,000
- Price Score 3,000

The tenders shall be assessed in accordance with the scoring scheme set out below

Each Criterion/sub-criterion will be marked in accordance with the information/marking scheme below. The final score shall be factored in accordance with the mark received from the marking scheme.

- **0 - 19% Very Poor:**

The response fails to address the matter raised in the quality sub-criterion or the response is of very little relevance to the matter raised in the quality sub-criterion. It addresses minor elements of the matter raised and contains insufficient detail or explanation to demonstrate how the matter raised In the quality sub-criterion will be fulfilled. Overall it provides the Contracting Authority with very little confidence of successful delivery of the project.

- **20 - 39% Poor:**

The response is partially relevant but poor. While the response addresses some elements of the matter raised in the quality sub-criterion it contains insufficient, limited detail or explanation to demonstrate how the matter will be fulfilled. Overall it provides the Contracting Authority with little confidence of successful delivery of the project.

- **40 - 54% Acceptable:**

The response is relevant and acceptable. It reasonably well demonstrates a broad understanding of the matter raised in the quality sub- criterion but lacks detail on how the matter will be fulfilled. Overall it provides the Contracting Authority with an acceptable level of confidence of successful delivery of the project.

- **55 - 74% Good:**

The response is relevant and good. It is sufficiently detailed to demonstrate a good understanding of the requirements and provides details as to how the matter raised in the quality sub-criterion will be fulfilled. Overall it provides the Contracting Authority with a good level of confidence in the successful delivery of the project.

- **75 - 89% Very Good:**

Response is very relevant and very good. It is sufficiently detailed to demonstrate a real understanding of the requirements and provides good details and evidence of how the matter raised in the quality sub-criterion will be fulfilled. Overall it provides the Contracting Authority with a very good level of confidence in the successful delivery of the project.

- **90 - 100% Excellent:**

The response is entirely relevant and excellent overall. It is comprehensive, unambiguous and demonstrates a thorough understanding of the matter raised in the quality sub-criterion and clearly demonstrates, with detailed supporting evidence how the matter raised in the quality sub-criterion will be met. Overall it provides the Contracting Authority with an excellent level of confidence in the successful delivery of the project.

Summary Matrix of Quality Criterion

A	Key Team Members	2900	A1	Description of Role	Project Manager / Project Lead	800	2no. A4 pages of Arial font 10
					Employer's Representative (During the Works Contract Stages)	600	1no. A4 pages of Arial font 10
					Landscape Architect	600	
			A2	Organogram		200	1no. A3 Page
			A3	Narrative on	Whole Project Lifecycle Cost Control	700	2no. A4 pages of Arial font 10
B	Project Programme & Resource Plan	1600	B1	Responsibility Assignment Matrix		600	4no. A3 pages
			B2	Narrative on	Programme Deadline Delivery and Risk Management	800	2no. A4 pages of Arial font 10
			B3	Programme		200	2no. A3 pages
C	Urban Design Approach, Project Implementation & Experience	1300	C	Narrative on	Cobh Public Realm – Train Station to Casement Sq.	1300	3no. A4 pages of Arial font 10
D	Green Public Procurement & Carbon Footprint	900	D1	Narrative on	Competencies, proposals and experience in Green Public Procurement	350	1no. A4 pages of Arial font 10
			D2		Travel Related Carbon Footprint Reduction Strategies	550	2no. A4 pages of Arial font 10
E	Submission Formatting	300	E	Correct Formatting of Tender Submission		300	N/A

CRITERION A – Key Team Members (2,900 marks)

Criterion A1 (2,000 Marks)

Tenderers are required to provide a detailed description of the role, responsibilities, deliverables & duties of the project for the below Key Team Members. This narrative shall clearly be split between each project stage. The response is to reference individuals rather than company roles. It will identify how they will manage and delegate tasks to other members of the project team (who are also to be named as part of the narrative) along with how the deliverables they are responsible for will be produced.

The response is to reference how each Key Team Member will interact with CCC, the RE, the Contractor(s) and Stakeholders. It will also include their normal working location and their attendance at meetings/ site.

- Project Manager / Project Lead (800 Marks)
- Employer's Representative (During the Works Contract Stages) (600 Marks)
- Landscape Architect (600 Marks)

Note the following:

Response is limited to 2 no. A4 page Arial font 10 for the Project Manager / Project Lead & 1 no. A4 page Arial font 10 for each of the remaining Key Team Members.

The same person may be put forward under different headings with a clear indication of the roles and responsibilities relevant under each heading.

The staff assigned particular duties within a Tender shall be assigned to those duties by the successful Tenderer (the appointed Consultant) as the Key Team Members under the Conditions of Engagement. The Consultant may not substitute staff nominated within their Tenders with other members of staff without the written consent of Cork County Council for each and every case of such substitution.

As per Clauses 25 to 27 of the Conditions of Engagement, un-authorised substitution of the Key Team Members is forbidden, and therefore, a Breach of Contract. It is imperative that the Key Team Members put forward in this criterion are the actual individuals working on the project on a day-to-day basis/ interfacing with CCC, the RE, the Contractor(s) and Stakeholders.

This is a bespoke narrative-based criterion which is specifically written for the project in question and therefore, marks will **not** be gained for generic or irrelevant material or extracts from CVs/CV based information such as qualifications, experience, references etc. - (CVs for the roles below will be submitted under the SAQ section)

Criterion A2 (200 Marks)

Team Organogram, reporting and communication. The tenderer shall submit an Organogram of the proposed Multi-disciplinary Team structure for the delivery of the project clearly indicating the personnel within the Company, including sub-consultants, and the roles/ responsibilities of each position and lines of communication and reporting structure within the team to the Contracting Authority. The personnel and reporting relationships should be easily identifiable and linked to Criterion A1.

Response is limited to 1 no. A3 page for Organogram.

Criterion A3 (700 Marks)

Tenderers are required to identify how the project will be managed to provide elemental cost control within the project (for all stages), including personnel involved, methods of measurement, value engineering, reporting procedures, different cost-based/ QS deliverables throughout the project stages, tracking cost profile against budget, assessment of main contractor's valuations. Particular attention is drawn to post-contract cost control/ assessment of compensation events and the roles that the PW Contract, QS, ER, RE, Contractor & Client plays in this process.

Response is limited to 2 no. A4 page Arial font 10.

CRITERION B – Project Resource Plan, Deadlines & Programme (1,600 marks)

Criterion B1 (600 Marks)

Tenderers shall submit a Responsibility Assignment Matrix (RAM). The RAM shall include names, titles and the amount of each team member's time (in hours) that shall be allocated to each duty/ task across all stages. These hours shall be rated (in €) for each team member which will be equal to and substantiate the Tender Sum submitted in Volume B & C.

The personnel, tasks and duties illustrated in the RAM should be easily identifiable and linked to Criterion A1 & B2.

The rated RAM will be submitted in **both** PDF and Microsoft Excel in tabular format. The appearance of the PDF and Excel does not have to match necessarily, but the data therein must match and sum to the Tendered value.

The Microsoft Excel version will also be submitted a second time as part of the response to Volume C Pricing Document.

PDF Response is limited to 4no. A3 pages.
Microsoft Excel response not limited

Criterion B2 (800 Marks)

The Contracting Authority has secured the necessary statutory approvals for the scheme. A critical project objective is completion of the Area 1 (Train Station) construction procurement process within the required funding timelines, with a recommendation for the award of the construction contract required by 30th September 2027.

Tenderers should describe their proposed approach to achieving this key programme milestone and demonstrate how they will manage and coordinate the remaining design development, stakeholder engagement, surveys, approvals, cost management and tendering activities to maintain programme certainty.

Submissions should clearly set out how Tenderers will identify and manage critical path activities, project risks and key dependencies that could impact the required tender recommendation date. The response should demonstrate how programme certainty will be achieved, including proposals for proactive project management, effective stakeholder coordination, timely decision-making and early identification and mitigation of potential delays.

Tenderers should reference previous projects where challenging programme deadlines were successfully achieved and explain how the lessons learned and methodologies employed can be applied to the Cobh Public Realm Regeneration Scheme.

Maximum Length of Response for B2– 2no. A4 pages of Arial font 10

Criterion B3 (200 Marks)

Tenderers shall submit a comprehensive programme in Gantt Chart format, limited to 2no. A3 pages detailing the proposed programme & timeline for delivery of the Public Realm project for all stages.

The tasks and duties illustrated in the programmes should be easily identifiable and linked to Criterion A1, B1 & B2.

Response is limited to 2no. A3 pages.

CRITERION C - Urban Design Approach, Project Implementation & Experience (1,300 marks)

Criterion C (1,300 Marks)

Tenderers are required to demonstrate their approach to delivering a project that responds to the Project Brief. It is important that the details provided in this section are specific to the Project. Marks will not be gained for generic or irrelevant material.

Tenderers should describe their proposed approach to developing a high-quality public realm enhancement scheme along the key route connecting Cobh Train Station and Casement Square. The response should demonstrate an understanding of Cobh's unique maritime setting, tourism function, historic character and role as a gateway to Cork Harbour.

The submission should explain how design options will be developed and assessed to deliver the optimum urban design solution, enhancing placemaking, pedestrian movement, accessibility, wayfinding, visitor experience and town centre vitality. Tenderers should demonstrate how the proposed design will strengthen connections between the waterfront, transport hubs, commercial areas and public spaces, while creating a cohesive and attractive town centre environment for residents and visitors alike.

Given the strategic role of Casement Square as a civic and visitor destination, Tenderers should specifically address their approach to the proposed terracing and level changes within the Square. Responses should demonstrate how any terraced arrangement would enhance the functionality, accessibility, visual quality and flexibility of the space, while responding appropriately to existing levels, movement patterns, events use, views, heritage considerations and the wider public realm objectives of the project. Tenderers should explain how alternative approaches will be evaluated during the design process to ensure the preferred solution delivers the optimum balance of placemaking, usability and long-term value.

Responses should also demonstrate how the proposed design will complement and enhance the historic townscape, protected structures, conservation areas and other heritage assets within the project area. Consideration should be given to creating a distinctive sense of place that celebrates Cobh's maritime identity while addressing the challenges and opportunities associated with a coastal environment.

Tenderers should reference previous comparable public realm, waterfront, heritage-led or tourism-focused projects undertaken and managed from design through to successful completion, demonstrating their ability to deliver this scheme. Tenderers should identify lessons learned from previous similar projects and explain how these lessons will be applied to the Cobh Town Centre Public Realm Scheme. Additional marks will be awarded where the referenced projects are managed by, or involve, Project Team Members identified under Criterion A1

Maximum Length of Response for C– 3no. A4 pages of Arial font 10

CRITERION D – Green Public Procurement & Carbon Footprint (900 marks)

Criterion D1 (350 Marks)

Maximum Length of Response 1no. A4 pages of Arial font 10

Tenderers must demonstrate relevant competencies, proposals and experience in Green Public Procurement incl. but not limited to, each of the following areas:

Design

- Design of works and processes which have a reduced environmental impact.
- Waste Reduction
- Material Selection Considerations Incl. Embodied Carbon, Material Lifecycle and Potential Recycling

Works Tendering

- Works Contractor Tender Package(s) Green Public Procurement Quality Criterion

Criterion D2 (550 Marks)

Maximum Length of Response 2no. A4 pages of Arial font 10

While online meetings will be utilised as often as is possible, in person meetings will be required at least once a month throughout the lifetime of the project to ensure progress and momentum is maintained (See Appendix A in the Brief). This is a contract requirement and will be enforced.

Dependant on the stage of the project/ the requirement of the meeting, these in-person meetings may be held at the CCC local area office, at the separately appointed Works Contractor's site offices, in CCC's office in Cork City or at another suitable location organised by the Appointed Consultant.

Regardless of meeting location, there will be travel involved for members of the Appointed Consultant's Design Team and, where applicable, Sub-Consultant's Design Team to get to and from these meetings.

Tenderers are required to outline strategies they would implement to minimise their (and their sub-consultant's) carbon footprint while attending site and/or meetings during the timeline of these projects.

Tenders should include names & roles of Project Team Members (from Criterion A & B) along with travel origin locations, methods of transport, proposed strategies for minimising carbon footprint etc.

CRITERION E – Submission Formatting (300 marks)

Tenderers are directed to submit their Tenders in the format specified below. This allows Tenderers to demonstrate that they can follow instruction, can submit deliverables in an agreed format and allows for consistency across the Tender Submissions for assessment.

All files below are to be uploaded in a **single zipped folder** titled "CPRRP1_26".

There is no minimum score for this Criterion i.e. non-compliance **will not** result in failure of the overall Tender.

100% Compliance with the formatting will achieve 300 marks. **Any** deviation or failure to submit as instructed will result in 0 marks.

As individual file size limitations apply, Tenderers are advised not to add unnecessary photographs to cover pages as they will not earn any marks & will only reduce residual available file size.

Tender Response	Document File Name	File Type	Page Limit / Notes (excl. fly pages)	Max Size
Quality Response for Criterion A.1 PM	2.A.1.1 CPRRP1_26 *Tenderer Name*	PDF	2 pages	2mb
Quality Response for Criterion A.1 ER	2.A.1.2 CPRRP1_26 *Tenderer Name*		1 page	2mb
Quality Response for Criterion A.1 LA	2.A.1.3 CPRRP1_26 *Tenderer Name*		1 page	2mb
Quality Response for Criterion A.2	2.A.2 CPRRP1_26 *Tenderer Name*		1 page	3mb
Quality Response for Criterion A.3	2.A.3 CPRRP1_26 *Tenderer Name*		2 pages	2mb
Quality Response for Criterion B.1	2.B.1 CPRRP1_26 *Tenderer Name*		4 pages	5mb
	2.B.1 CPRRP1_26 RAM *Tenderer Name*	MS Excel	N/A (same document as 5.B - needs to be submitted twice)	5mb
Quality Response for Criterion B.2	2.B.2 CPRRP1_26 *Tenderer Name*	PDF	2 pages	2mb
Quality Response for Criterion B.3	2.B.3 CPRRP1_26 *Tenderer Name*		2 pages	5mb
Quality Response for Criterion C	2.C CPRRP1_26 *Tenderer Name*		3 pages	5mb
Quality Response for Criterion D.1	2.D.1 CPRRP1_26 *Tenderer Name*		1 page	2mb
Quality Response for Criterion D.2	2.D.2 CPRRP1_26 *Tenderer Name*		2 pages	2mb
Form of Tender & Schedule	4.A CPRRP1_26 FTS *Tenderer Name*	Scanned PDF		3mb
Pricing Document	5.A CPRRP1_26 Pricing Document *Tenderer Name*		1 page	2mb
	5.B CPRRP1_26 Pricing Document RAM *Tenderer Name*	MS Excel	N/A (same document as 2.B.1 - needs to be submitted twice)	5mb
Suitability Assessment Questionnaire	6.A CPRRP1_26 SAQ Lead *Tenderer Name*	Mix of Scanned & Digital PDF	See 06.1 CPRRP1_26 Principal Service Provider SAQ Checklist	8mb
In cases where the Lead Primary Engineering Consultancy is relying on Sub-Contractors providing specialist skills, Sub-Contractor SAQ format shown below this line				
Suitability Assessment Questionnaire	6.B CPRRP1_26 SAQ Sub-Contractor *Tenderer Name - Sub-Contractor Name*	Mix of Scanned & Digital PDF	See 06.2 CPRRP1_26 Specialist Skills Provider SAQ Checklist	8mb
	And so on using the above convention for each Sub-Consultant as required			

Below is a screenshot of example single zipped tender folder submitted by “ABC Consulting” as Lead Primary Engineering Consultancy who is relying on two Sub-Contractors providing specialist skills – “123 Services” & “Joe Bloggs Ltd.”

Name	Type
2.A.1.1 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.A.1.2 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.A.1.3 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.A.2 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.A.3 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.B.1 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.B.1 CPRRP1_26 RAM ABC Consulting	Microsoft Excel Worksheet
2.B.2 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.B.3 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.C CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.D.1 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
2.D.2 CPRRP1_26 ABC Consulting	Adobe Acrobat Document
4.A CPRRP1_26 FTS ABC Consulting	Adobe Acrobat Document
5.A CPRRP1_26 Pricing Document ABC Consulting	Adobe Acrobat Document
5.B CPRRP1_26 Pricing Document RAM ABC Consulting	Microsoft Excel Worksheet
6.A CPRRP1_26 SAQ ABC Consulting	Adobe Acrobat Document
6.B CPRRP1_26 SAQ ABC Consulting - Joe Bloggs Ltd.	Adobe Acrobat Document