Adaptive Reuse of 14–15 Fitzwilliam Quay to Provide 15 Social Housing Units

Technical Merit Requirements

Rating Scoring Range Description

Exceptional (90% - 100%)

Indicates an exceptional response to the criteria with no weaknesses. Detailed supporting evidence is provided with thorough analysis, tailored specifically to the challenges of this specific project.

Excellent (80% - 89%)

An excellent response to the criteria demonstrating an extensive understanding of the project offering full assurance to the client. Supporting evidence and analysis are provided to demonstrate the competence required.

Very Good (70% - 79%)

A very good response to the criteria demonstrating an understanding of the project offering assurance to the client. Supporting evidence and analysis are provided to demonstrate the competence required.

Good (60% - 69%)

Indicates a good response to the criteria with few weaknesses. Supporting evidence and analysis are provided to demonstrate the competence required.

Acceptable (50% - 59%)

Indicates an acceptable response to the criteria. The response is limited in detail. Understanding of the requirements and ability to deliver is not adequately demonstrated. Weaknesses and/or risks are in balance or outweigh the strengths.

Unacceptable (< 50%)

Indicates an unacceptable response that the evaluation panel has major reservations about. The response to the criteria demonstrates weaknesses which far outweigh the strengths.

The Contracting Authority reserves the right to interpolate between the percentage bands based on their assessment of the tenderer's response.

Project Ambition

The adaptive reuse of 14–15 Fitzwilliam Quay to provide 15 social housing units is intended to be delivered as an exemplar sustainable refurbishment project.

A central objective of the project is to maximise the value of the existing building through the retention, adaptation and reuse of existing fabric, materials and components wherever reasonably practicable. In doing so, the project seeks to reduce unnecessary demolition, construction waste and the embodied carbon associated with replacement materials, while delivering high-quality, durable social housing.

Tenderers are therefore encouraged to approach the Works with particular regard to resource efficiency, careful dismantling, reuse, protection of retained fabric, waste reduction and practical carbon savings. These objectives should be reflected throughout the Tenderer's programme, methodology, resourcing and proposed construction approach.

The Technical Merit assessment should be read in this context.

Criterion A – Programme – 1,000 marks (10%)

Tenderers must submit a project-specific tender programme and supporting information demonstrating a clear, realistic and achievable approach to delivery of the Works within the Contract Period.

The programme and supporting information should demonstrate the Tenderer's understanding of the sequence, coordination, procurement requirements and principal risks associated with adapting the existing building.

1.1 Tender Programme

Submit a detailed tender programme, limited to a maximum of 2 A3 pages.

The programme shall identify, as a minimum:

- principal work activities and durations;
- key milestones;
- critical path;
- significant dependencies between work activities;
- Employer's Representative approvals, inspections and information requirements;
- procurement and lead-in periods for critical materials, specialist items and subcontract works;
- activities associated with retained, salvaged or reused materials and building elements;
- testing, commissioning and completion activities; and
- programme contingency in accordance with the Tender and Schedule.

The programme must demonstrate a logical and achievable sequence of works appropriate to the adaptation of an existing building.

1.2 Key Interfaces and Procurement

Submit a concise description of the principal interfaces and procurement matters which are important to successful delivery of the programme.

The response should identify, as appropriate:

- significant dependencies between work packages;
- critical inspection, approval or decision points;
- critical procurement and specialist subcontractor lead-in periods; and
- sequencing associated with retained, salvaged or reused materials and existing building fabric.

Submission limited to 1 A4 page maximum.

1.3 Programme Risks

Identify the principal project-specific risks to achievement of the programme and briefly describe how these will be managed or mitigated.

Particular consideration should be given, where relevant, to:

- existing and concealed building conditions;
- opening-up works;

- procurement and specialist subcontractors;
- coordination and approvals;
- retention and reuse of existing materials or components; and
- protection of retained and completed works.

Submission limited to 1 A4 page maximum.

Criterion B – Approach, Methodology and Resources - 2,000 marks (20%)

The Tenderer must submit project-specific proposals describing how it intends to organise, manage, coordinate and execute the Works in accordance with the project objectives set out above.

The submission should address, in particular:

- retention of existing building fabric wherever reasonably practicable;
- careful removal and reuse of materials and components identified for retention or salvage;
- avoidance of unnecessary demolition and replacement;
- reduction of construction waste;
- appropriate segregation, protection and storage of reusable materials;
- coordination of new work with retained construction;
- efficient use of materials and resources; and
- delivery of the Works in accordance with the required programme.

Tenderers are not required to prepare a separate carbon assessment as part of the tender submission. The assessment will instead consider how effectively the above principles have been incorporated into the proposed methodology.

2.1 Project Team and Resourcing

The Tenderer must provide a single-page project organisation chart identifying the key personnel proposed for the Contract and the principal lines of responsibility and communication.

The proposed structure should identify, where applicable:

- Project / Contracts Director;
- Contracts Manager;
- Site Manager;
- Site Foreman / Site Agents;
- PSCS; and
- other key personnel considered necessary for delivery of the Works.

The Tenderer must also provide a brief description of the roles and responsibilities of the key personnel and explain how the proposed resources will be deployed over the duration of the project.

Particular attention should be given to responsibility for coordination of existing building works, protection of retained fabric and management of materials intended for reuse.

Submission limited to 1 A4 pages maximum, excluding the organisation chart.

Note that the personnel proposed in the SAQ response, must be the same proposed in this Project Team Structure.

2.2 Proposed Construction Methodology

The Tenderer must describe its proposed approach to constructing, coordinating and managing the Works in accordance with the project objectives set out above.

The submission should demonstrate a practical and project-specific approach to the following, as applicable:

- site establishment, access and logistics;
- sequencing and coordination of the principal work activities;
- alteration and remedial works within the existing building;
- protection of existing fabric and completed works;
- opening-up works and management of unforeseen existing conditions;
- management and coordination of subcontractors;
- labour, plant, temporary works and other principal resources;
- integration of inspections, approvals and hold points into the construction process;
- storage and protection of materials;
- site security;
- coordination of deliveries and safe movement of vehicles, operatives and pedestrians;
- measures to minimise disruption to neighbouring properties and the surrounding area;
- quality control and completion; and
- management of construction waste.

Retention, Reuse and Resource Efficiency

The methodology shall also describe how the Tenderer proposes to manage materials and components identified for retention, salvage or reuse.

The response should demonstrate an appropriate approach to:

- careful dismantling rather than unnecessary demolition;
- identification and segregation of materials intended for reuse;
- handling, labelling, protection and storage;
- avoiding damage which could prevent subsequent reuse;
- coordination of removal, refurbishment and reinstatement;
- minimising waste arising from the Works; and
- identifying reasonable opportunities to retain existing materials rather than replace them, subject to the requirements of the Contract and the Employer's Representative.

Submission limited to 4 A4 pages maximum, excluding relevant diagrams and drawings.

2.3 Health & Safety

The Tenderer must provide a concise, project-specific description of its proposed approach to management of health and safety during the Works.

The response should demonstrate an understanding of the principal health and safety considerations arising from the Works, including those associated with work to an existing building, temporary works, demolition and alteration, material handling, site logistics and coordination of subcontractors.

The submission should identify the principal management procedures and controls proposed to ensure compliance with applicable health and safety legislation and the requirements of the Contract.

Submission limited to 1 A4 pages maximum, excluding relevant diagrams and drawings.