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| torbaycouncil |
| **Part 2 Specification** |
| **Contract Reference** |
| **TTDA118** |
| **Contract Title**  **SW Consultants Framework Call Off :**  **Design Team for a 100-120 Bedroom Hotel, Harbour View, Terrace Car Park, Torquay** |
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* Overall Scope and Nature of the Requirement

TDA, on behalf of the Council, is seeking to appoint an experienced and knowledgeable Design Team to take the proposal of developing a 100-120 bedroom budget hotel at the western end of Terrace Car Park (Harbour View) forward to RIBA Stage 3 (i.e. to secure planning application).

* Minimum Requirements

Applicants must be able to demonstrate they will meet the following minimum requirements for the whole term of this Contract. The key minimum requirements are as follows.

* **Capacity** – to deliver an agreed planning application quickly, including pre-submission engagement with key stakeholders. Submissions should demonstrate that the Design Team has the capacity and resources to deliver the project within the probable indicative timescales defined within Part 1 Information.
* **Price** – competitive pricing to be submitted.
* **Quality** – a good understanding of the high quality development requirements of Torbay Council and a track record of producing high quality schemes and more specifically hotel schemes. This should be demonstrated through the use of design and technology advances, high quality visualisations and fly-throughs which will help inform design decisions and inform communications with the selected operator, planners and other stakeholders.
* **Experience** – in delivery of hotel development and, in particular, for branded budget hotels. Experience of delivery of hotel schemes regionally, and in town centres specifically, is advantageous. Relevant experience in car park design would also be useful, but not critical. An experienced Design Team in hotel development is essential, including experience of working with construction teams during RIBA Stage 3 and onwards.
* **Expertise** – proven expertise in delivering value and build efficiencies through adopting innovative design solutions, which may include modular buildings or other innovative techniques. Demonstration of delivering projects in the UK which have resulted in efficiencies during the design, construction and operational stage should be provided.
* **Understanding** – of Torbay generally and Torquay specifically, demonstrating knowledge of the issues and opportunities impacting the area, including market and planning considerations. Demonstrating a good understanding of the Harbour area and site specifically would also be useful, but not essential.
* Specific Requirements

The following key requirements anticipated will include, but not limited to, the following:

**RIBA (Stages 0-1): Definition, Preparation and Brief**

Initial sketch schemes and feasibility design have already been prepared (details are provided in Part 1). The work already undertaken and agreed during Stages 0-1 will form part of the pre-application discussions and once the project objectives including quality objectives, project outcomes, sustainability aspirations and other parameters have been confirmed. An inception meeting will be arranged with key members of the TDA team and Council, as well as a review of site information which will be made available. TDA will commission other work to support a planning application, such as a tree survey, ecology assessment, flood risk assessment etc., working closely with the appointed design team.

**RIBA (Stage 2): Concept Design**

Prepare a Concept Design of a 100-120 bedroom hotel; including restaurant and public areas. This will conform to the hotel operators’ specification for a turnkey development; including design of associated access, service areas and external space requirements.

Prepare outline proposals for structural design, building services systems, outline specifications and preliminary cost information along with relevant project strategies in accordance with the design programme.

Consider and prepare a number of strategies that complement the design. A townscape and visual impact assessment and identification, at an early stage, of different construction options and costs as part of an initial phase of testing the bulk and scale, before more detailed design work.

Third party consultations are essential, including engagement with community and business representatives (including Historic England and Conservation Officers), specifically (but not exclusively) at a pre-planning stage and production of a Statement of Community Involvement. This should include engagement with Torbay’s Design Review Panel.



A development block strategy to consider massing, view-points, scaling, footprint, indicative design and landscaping. This is particularly important given the proximity of the site to a number of architecturally important buildings close to the site which are defined within the Conservation Area, including, the Grade II Terrace and Unitarian Church.

Consideration should be given with regards to the construction strategy (including off-site fabrication and innovative design techniques), buildability and adaptability (including liaison with potential construction partners), access arrangements and operational issues. These issues will need to be carefully considered given the topography and constraints of the site.

Design relating to access arrangements with the adjoining Car Park (Terrace Multi-Storey Car Park). This should include a design and associated schedule of works to enhance the links with, and ease of access, to and from the car park to the hotel. TDA will make available any surveys and cost plans for car park enhancement which will be commissioned separately to this study.

**RIBA (Stage 3): Developed Design**

The work carried out in RIBA Stage 3 will build upon work carried out in RIBA Stage 2; and will include production of a masterplan, concept visuals, aerial drawings and cross-sections.

Planning applications are typically made using the Stage 3 output - a bespoke RIBA Plan of Work will identify when the planning application is to be made, in addition to agreement with the Council and TDA, the option that best meets client, planning and budget requirements. The documents should be refined, and agreed alterations to the brief finalised.

A detailed and developed design will be produced, to include updated proposals for structural design, building services systems, outline specifications, cost information and project strategies in accordance with the design programme.

It is anticipated that a planning application will be submitted as quickly as possible, probably end of summer / early autumn 2018, in order to secure Council approval / planning permission and to allow construction to start on site early spring 2019, and to be completed and ready for occupation by summer 2020.

* Contract and Performance Review *Requirements*

The successful Consultant will be required to attend Contract Review meetings, the frequency of which will be agreed during the initial Contract meeting.

* Further Information

**Further Services Offered**

The Applicant will be expected to suggest as part of its response to the Evaluation Questions any additional products or services that they may be able to offer as part of this Contract or any other added value that their offer might be able to bring to the Authority. Applicants are expected to build any such offers into their submissions regardless of whether specific questions are asked along these lines or not.

* Awarding the Contract on Behalf of Other Contracting Authorities

The Authority is not purchasing on behalf of other contracting authorities.

* Scope and Nature of Possible Modifications or Options
* **RIBA (Stages 4-7): Potential for Further Work**
* This brief is specifically aimed at commissioning an experienced Design Team in order to build upon the work already completed in Stages 0-1 (initial and feasibility design) and to undertake further work to RIBA Stage 3. There is the possibility of the design team being novated to complete RIBA stages 4-8, working closely with a construction contractor, following planning permission. Tender submissions should also include relevant experience and capacity to complete Stages 4-8, although this does not form part of this element of work.