

Part 5 Award Questionnaire

Contract Reference

TTDA6023

Contract Title

**Paignton Academy Steps – Phase 1
Refurbishment and Phase 2 Send
Demolition & New Build**

Applicant Name

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Section A. Method Statements

Applicants are required to submit Method Statements. They should be drafted in such a manner so as to be able to form part of the Contract. They should be submitted containing sufficient detail to demonstrate that the stated outcomes will be deliverable, as defined within Part 2 Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly labelled, referenced in the question to which it relates and appended to the main submission.

The evaluation of the response will not go beyond the word limit that has been set, if applicable.

Method Statement Number	Method Statement	15% Total
A1	Project Resource Planning	7.5%
	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>This question has a minimum non-weighted score of 2. The Applicant must satisfactorily demonstrate the relevant ability, understanding, experience, skills, resource & quality measures required to deliver the majority of requirements, with evidence to support the response.</p> <p>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following core requirements:</p> <ul style="list-style-type: none">• Detail how you plan to appropriately and effectively allocate resource to deliver the project.• Provide anonymised detailed of key appropriately skilled staff who will be involved in delivering the works to include a minimum of;<ul style="list-style-type: none">○ Pre-construction Team:<ul style="list-style-type: none">▪ Pre-construction Estimator○ Construction Delivery Team:<ul style="list-style-type: none">▪ Contracts Manager▪ Site Manager	

	<ul style="list-style-type: none"> • The response should; detail their previous experience in delivering this type of scheme and detail their proposed involvement in delivering the services required for this service. • Applicants should ensure that all personal data has been removed in the response and note that, if your bid is successful, you will be required to appoint staff to the project with an equivalent level of qualifications and experience to deliver the contract. <p>Page / Word Limit: Maximum 2 pages A4 in Arial 12</p> <p>Permitted Appendices and Supplementary Information</p> <p>You may provide the following in support of your response:</p> <ul style="list-style-type: none"> • A Structure Chart (maximum 1 page A4) • A Resource Plan. • Anonymised CV's for key personnel to deliver the project (maximum 1 page A4 per person.) 	
<p>Response:</p>		
<p>A2</p>	<p>Cost Management & Quality Measures</p>	<p>7.5%</p>
<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>This question has a minimum non-weighted score of 2. The Applicant must satisfactorily demonstrate the relevant ability, understanding, experience, skills, resource & quality measures required to deliver the majority of the requirements, with evidence to support the response.</p> <p>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following core requirements:</p> <ul style="list-style-type: none"> • Cost Management <p>Detail your approach to cost management on this project.</p> <p>Demonstrate your understanding of the budget allowance.</p>		

Describe your approach to consultation with the project quantity surveyor and design team to control costs.

- Quality Measures

The Applicant is required to demonstrate how quality will be achieved and maintained during the scheme.

Please demonstrate and evidence your approach to:

Providing the quality of finish required and steps taken to ensure defects will not appear post-completion.

Rectifying snags in a timely manner to facilitate practical competition in line with the programme.

Page / Word Limit: Maximum 2 pages A4 in Arial 12

Permitted Appendices and Supplementary Information

The inclusion of Appendices and Supplementary Information is not permitted.

Response:

Section B. Technical Questions

Applicants are required to submit their responses to the following Technical Questions. They should be drafted in such a manner so as to be able to form part of the Contract. They should be submitted containing sufficient detail to demonstrate that the stated outcomes will be deliverable, as defined within Part 2 Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly labelled, referenced in the question to which it clearly relates and appended to the main submission.

The evaluation of the response will not go beyond the word limit that has been set, if applicable.

Technical Question Number	Technical Question	25% Score
B1	<p data-bbox="379 416 1150 450">Communication and Stakeholder Engagement – 7.5%</p> <p data-bbox="371 495 722 528">Minimum Requirement</p> <p data-bbox="371 551 1166 584">That the Applicant provides a response to this question.</p> <p data-bbox="371 607 1441 757">This question has a minimum non-weighted score of 2. The Applicant must demonstrate relevant ability, understanding, experience, skills, resource & quality measures required to deliver the majority of the requirements with evidence to support the response.</p> <p data-bbox="371 779 659 813">Evaluation Criteria</p> <p data-bbox="371 835 1393 913">Your response will be evaluated against your ability to demonstrate and evidence you can meet the following requirements:</p> <p data-bbox="371 936 1477 1048">Please describe the procedures you would implement to ensure clear communication and liaison with the client as well as Stakeholder engagement throughout the project.</p> <p data-bbox="371 1126 738 1160">Key stakeholders include:</p> <ul data-bbox="419 1182 1002 1294" style="list-style-type: none"> - Schools Academy Trust Estates Staff - School Senior Leadership - The Client <p data-bbox="371 1373 1473 1485">You should include working, managing, and interfacing with key stakeholders to ensure that the rights, interests, and requirements of all parties were protected and delivered.</p> <p data-bbox="371 1563 1489 1641">Please provide details of your approach to engagement with key consultees to include, residents, building control and utility asset owners.</p> <p data-bbox="371 1720 1449 1787">Please provide examples of the type of consideration which could be given, following stakeholder communication to:</p> <ul data-bbox="419 1809 1477 1966" style="list-style-type: none"> • the construction impact(s) on the operational/occupied site or school environment; and • the mitigation measures which could be implemented, including details of how mutual value and benefits could be achieved as a result. 	

	<p>Page / Word Limit: Maximum 3 pages A4 in Arial 12</p> <p>Permitted Appendices and Supplementary Information</p> <p>The inclusion of Appendices and Supplementary Information is not permitted.</p> <p>Response:</p>
<p>B2</p>	<p>Site Set Up and Programme – 12.5%</p> <p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>This question has a minimum non-weighted score of 2. The Applicant must demonstrate relevant ability, understanding, experience, skills, resource & quality measures required to deliver the majority of the requirements with evidence to support the response.</p> <p>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following requirements:</p> <p>Please provide, considering the specification which includes drawings, pre – construction information pack and contract tender preliminaries:</p> <ol style="list-style-type: none"> 1. A Programme <p>The programme should demonstrate your understanding of the required sectional completion dates, which will allow the school to use the sites in accordance with the school term timetable.</p> <ol style="list-style-type: none"> 2. A detailed site set-up plan showing internal work areas, welfare layouts plus access and egress routes. 3. Indicative site logistics plan to include traffic management. <p>You should demonstrate a clear understanding of the site constraints to include the immediate building site, compound, surrounding area and adjacent public roads. Your response should consider to third party access.</p> <p>You should demonstrate how to overcome constraints and capitalise on opportunities, as well as minimising disruption and inconvenience to the school, its neighbours, and visitors.</p>

	<p>Details of proposed site area are contained within the tender documentation.</p> <p>Page / Word Limit:</p> <p>Response to item 1) limited to 2 A3 pages for the Programme. Response for item 2) limited to 2 A3 pages for the Site Set-Up Plan(s) Response to item 3) limited to 3 A4 pages for the Logistics Plan</p> <p>Response to be in Arial font size 12.</p> <p>Permitted Appendices and Supplementary Information</p> <p>The inclusion of Appendices and Supplementary Information, in addition to the items above, is not permitted.</p> <p>Response</p>
<p>B3</p>	<p>Health and Safety Management – 5%</p> <p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>This question has a minimum non-weighted score of 2. The Applicant must demonstrate relevant ability, understanding, experience, skills, resource & quality measures required to deliver the majority of the requirements with evidence to support the response.</p> <p>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following requirements:</p> <ol style="list-style-type: none"> 1. The Construction (Design and Management) Regulations' call for co-operation and co-ordination between client and contractor. 2. All necessary resources and financial provisions to establish and maintain the necessary level of health and safety management throughout the contract are included in your tender price. 3. Your company have a competent health and safety advisor who will act for your company on health and safety matters throughout the contract.

4. Your company can control and manage the risks outlined in the specification and any other hazards that you believe you might encounter during the works.

5. Your company can co-ordinate and supervise the work of sub-contractors to ensure that they abide by the Health and Safety at Work Act, relevant regulations, Codes of Practice, and Safe Methods of Work applicable to the contract.

6. Your company can fulfil the specific duties placed upon employers to identify hazards, assess risk, and manage health and safety on site as part of The Management of Health and Safety at Work Regulations 1999.

Page / Word Limit: Maximum 4 A4 pages in Arial 12

Permitted Appendices and Supplementary Information

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Response:

