

## **Part 4 Award Questionnaire**

**Contract Reference**

**3468/TDA2021/Mayfield School**

**Contract Title**

**New Administration Block**

**Maximum Period of Contract**

**31<sup>st</sup> August 2021 – 30<sup>th</sup> June 2022**

**Return Date**

**Friday 30th July 2021**

**Return Time**

**12:00 Noon**

**Return To**

**[www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)  
(Pro-Contract)**

**Applicant Name**

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# Contact Details

Applicants are required to provide details of the organisation contact to whom the outcome letter should be addressed.

If this section is not completed the letter will addressed to the contact named when the Framework was set up or, where the Authority did not set up the Framework, to the portal contact for this further competition.

Contact Name:	
Name of Organisation:	
Role in Organisation:	
Phone Number:	
Email Address:	
Signature (electronic is acceptable):	
Date	

# Stage Two – Award

## Section A. 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 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	% Score
1	<p><b>Appropriately skilled and resourced project team</b></p> <p>Please outline your proposed project team a summary CVs of up to 4 key staff to be involved for the full duration of the project.</p> <p>Your response should include comments on why you consider the individual and combined skills of the team members to be appropriate for this project.</p> <p>Each CV should also identify specific experience, for each key member, of working on Schools / Public buildings.</p> <p>Please also identify and confirm availability to meet this project programme.</p> <p>The following CVs required are:</p> <p><b>Pre-construction Team:</b></p> <ul style="list-style-type: none"><li>• Pre-construction Estimator</li></ul> <p><b>Post contract Team:</b></p> <ul style="list-style-type: none"><li>• Contracts Manager</li><li>• Site Manager</li><li>• Quantity Surveyor</li></ul>	10%

	<p><b>Word Limit:</b> Project Team summary / resource schedule – <b>1 A4 page</b>, all responses to be in Arial font size 11.</p> <p>CVs <b>1 A4 page</b> for each key team member</p>	
<p><b>Response:</b></p>		
2	<p><b>Site Set Up and Programme</b></p> <p>Please provide, considering the construction management plan, pre – construction information pack and contract tender preliminaries:</p> <ol style="list-style-type: none"> <li>1. A detailed site set-up plan showing internal work areas, welfare layouts plus access and egress routes,</li> <li>2. A Programme</li> <li>3. Indicative Logistics Plan and Contractor Strategy to include traffic management, site logistics etc.</li> </ol> <p>Anticipated outcome:</p> <ol style="list-style-type: none"> <li>a) Contractor to demonstrate a clear understanding of the site constraints and opportunities with regard to the immediate building site and compound, surrounding area including adjacent public roads, and in relation to third party users. Contractor to demonstrate how to overcome constraints and capitalise on opportunities, as well as minimising disruption and inconvenience to the school, its neighbours and visitors. Please see details of proposed site area contained within the tender documentation. During the tender period, there will be the opportunity to visit the site with the Project Manager and walk through the project. This visit will be of maximum 45 minutes duration.</li> <li>b) Contractor to demonstrate their understanding of the required delivery dates of the new facility, which includes handover by July 2022 to allow the school adequate time to move in and train staff within the facility, prior to the summer holidays, in readiness for the autumn term.</li> <li>c) Contractor to demonstrate their understanding of Health &amp; Safety issues relating to this type of construction project and the issues relating to the safety of the school users.</li> </ol>	<p><b>20%</b></p>

	<p><b>Word Limit:</b> Response for item a) limited to <b>2 A3 pages</b> for the Site Set-Up Plan(s)</p> <p>Response to item b) limited to <b>1 A3 page</b></p> <p>Response to item c) limited to <b>3 A4 pages</b></p> <p>All responses to be in Arial font size 11.</p>	
<p><b>Response:</b></p>		
3	<p>Please demonstrate how you will use your recent experience in dealing with previous contracts of a similar scale, scope and challenging logistical environment to manage to control costs and meet tight programmes on this project. You may provide as evidence up to three specific examples where you successfully managed cost control and tight deadlines.</p> <p><b>Word Limit: No more than 4 sides of A4</b>, all responses to be in Arial font size 11</p>	10%
<p><b>Response:</b></p>		

## Section B. Social Value

The Applicant will be expected to suggest as part of its response any social value benefits to Torbay 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, as defined within Section 6 of Part 2 Specification.

Social Value	Statement	% Score
1	<p>The Tenderer shall submit a statement identifying the social value that could be brought to this Contract to meet the requirements of Section 6 of Part 2 Specification.</p> <p><b>Page Limit: 5 sides of A4</b></p>	10%
<b>Response:</b>		