

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/023857-2022>

Tender

## **Property Management Services Charter Walk and Pioneer Place, Burnley**

BURNLEY BOROUGH COUNCIL

F02: Contract notice

Notice identifier: 2022/S 000-023857

Procurement identifier (OCID): ocids-h6vhtk-036316

Published 25 August 2022, 6:10pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

BURNLEY BOROUGH COUNCIL

Town Hall

BURNLEY

BB119SA

#### **Contact**

Chris Gay

#### **Email**

[cgay@burnley.gov.uk](mailto:cgay@burnley.gov.uk)

#### **Telephone**

+44 1282477163

#### **Country**

United Kingdom

**Region code**

UKD46 - East Lancashire

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.burnley.gov.uk](http://www.burnley.gov.uk)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.the-chest.org.uk](http://www.the-chest.org.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.the-chest.org.uk](http://www.the-chest.org.uk)

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Property Management Services Charter Walk and Pioneer Place, Burnley

#### **II.1.2) Main CPV code**

- 70332200 - Commercial property management services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Burnley Borough Council is seeking to appoint an experienced property management company to maximise the performance and to undertake the day-to-day management and running of the Charter Walk Shopping Centre and the new Pioneer Place leisure development in Burnley town centre. This opportunity replaces an earlier opportunity that was discontinued (2022/S 000-023856. 2022/S 000-011580).

#### **II.1.5) Estimated total value**

Value excluding VAT: £240,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 70332200 - Commercial property management services

#### **II.2.3) Place of performance**

NUTS codes

- UKD - North West (England)

Main site or place of performance

Charter Walk Shopping Centre and Pioneer Place Burnley, Lancashire

#### **II.2.4) Description of the procurement**

Burnley Borough Council is seeking to appoint an experienced property management company to maximise the performance and to undertake the day-to-day management and running of the Charter Walk Shopping Centre and the new Pioneer Place leisure development in Burnley town centre.

In October 2021 Burnley Council purchased the leasehold interest on Charter Walk Shopping Centre, on St James Street, Burnley, BB11 1PY. Charter Walk is the dominant retail offering in the town centre. Charter Walk

Show less description

comprises of 358,689 sq ft net internal area of primary retail space. The partially covered shopping centre comprises 86 units, both high street brands and local independent traders. The council also has the leasehold interest on the adjacent 78,000 sq ft Curzon Square and 17,844 sq. ft. of secondary office space at Calder House. The centre is serviced by two car parks: Millenium; a 500-space multi-storey and Bankfield; a 260-space undercroft carpark.

Work commenced on the construction of the Pioneer Place Development in January 2022. It is anticipated that practical completion will take place in spring 2023 with the development opening, after tenant fit out in Summer 2023. The development consists of a 7-screen cinema to be occupied on a long leasehold by REEL cinema, together with five Food and Beverage units ranging in size from 1600sq ft to 3508 sq ft linked by high quality public realm. The development also incorporates 3 car parking areas accommodating 227 car parking spaces which will be retained and managed by the Council.

Summary of the scope of services required:

The provision of property management services at Charter Walk Shopping Centre and Pioneer Place in an efficient, professional, and diligent manner in accordance with the best industry standards relevant at the time. Providing the full range of financial administration, facilities management, health and safety and maintaining all the statutory and regulatory requirements needed to operate a shopping centre and leisure development and the associated premises of this nature, in accordance with the Chartered Surveyors' RICS Red Book and relevant RICS codes, Members' Accounts Regulations and the Accountants Report Regulations of the Royal Institute of Chartered Surveyors

To work in close co-operation with the asset management company, appointed by the

Council, to manage and develop the assets, including representation jointly and effectively at regular meetings with Council Officers.

Further details of the full scope of requirements and tender information are included in the Tender Brief and ITT documentation associated with this opportunity, available at [www.the-chest.org.uk](http://www.the-chest.org.uk) [Ref: DN630246]

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £240,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The initial contract period will be for 5 years (60 months) with an option to extend by a further period of 3 years (36 months) subject to contract review.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The initial contract period will be for 5 years (60 months) with an option to extend by a further period of 3 years (36 months) subject to contract review.

---

## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

---

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

26 September 2022

Local time

3:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

26 September 2022

Local time

3:01pm

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court of Justice of England and Wales

London

Country

United Kingdom