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Planning

Options Appraisal and Master Plan for Camanachd Square, Portree

Portree and Braes Community Trust

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-030383

Procurement identifier (OCID): ocds-h6vhtk-02fe26

Published 7 December 2021, 3:24pm

Section I: Contracting authority

I.1) Name and addresses

Portree and Braes Community Trust

Office 5, Jans, 6 Broom Place

Portree

Email

fiona@portreeandbraes.org

Telephone

+44 7570652953

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.portreeandbraes.org

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30546

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Community Development

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Options Appraisal and Master Plan for Camanachd Square, Portree

II.1.2) Main CPV code

- 73000000 - Research and development services and related consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Portree and Braes Community Trust (SCIO) is seeking a consultancy team to lead a two-stage process of consultation, research and planning that will, ultimately, generate a masterplan and associated business plan guiding the future development of the Camanachd Square area in Portree.

II.1.5) Estimated total value

Value excluding VAT: £29,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 73000000 - Research and development services and related consultancy services

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

Portree

II.2.4) Description of the procurement

Camanachd Square is an area near the centre of Portree, Isle of Skye which serves as a hub for sports and recreation. Community facilities in this area generally suffer from a lack of maintenance or development.

Portree and Braes Community Trust (PBCT) believe that there is potential to maximise the benefit of relevant lands and buildings to the community under ownership of the trust. An options appraisal, masterplan and associated business plan are now being commissioned to assess development options and ultimately unlock opportunities for the trust and other stakeholders to deliver a phased regeneration of Camanachd Square.

The commission is divided into two parts:

PART 1 - Options Appraisal

The Options Appraisal will involve a detailed study of the site, its ownership, occupancy, existing and potential uses, layouts and configuration. Then considering community aspirations and potential development opportunities, suggest and assess the options available to PBCT. Specifically, this study will:

Identify zoning of activity

Encourage efficient use of resources

Identify key issues and constraints

Identify practical ideas and options to deliver the requirements

Define the benefits of each proposed use. Benefits should be defined as: financial, social, economic, environmental

Provide instruction to proceed or not to proceed to part 2.

PART 2 - Master Plan

Following this analysis process and instruction from the Board as regards which option is to be developed into an overall Masterplan and Business Plan for Camanachd Square, consultants will:

Develop a physical Masterplan

Prepare an outline cost of the development, as well as outline cost and revenue implications

Identify any phasing of the various sub-projects within the overall development to facilitate investment (e.g., secure grant funding within available timing, land preparation, etc.)

The full invitation to tender document can be found at www.portreeandbraes.org/reimaginingcamanachdsquare

II.2.14) Additional information

The full invitation to tender document can be found at www.portreeandbraes.org/reimaginingcamanachdsquare

II.3) Estimated date of publication of contract notice

6 December 2021

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

It is anticipated that a multidisciplinary team will be required to deliver this project, including:

- a) Consultant/s with experience in community consultation. feasibility and business planning.
- b) Architect/s.
- c) Quantity Surveyor/s.

The consultancy team will be required to demonstrate skills and experience in the following:

Significant experience of working with communities, including consultation and engagement for community building projects

Collaborative team working and communication skills

Proven ability to research and produce clear, well written business plans to be used in support of funding applications

Knowledge of relevant funding streams

Knowledge of relevant green technologies

The economy, culture, and heritage of the local area

Knowledge of the relevant policy landscape

Experience in the preparation of concept designs which can be used to communicate ideas, generate interest in projects and support future funding bids

Remuneration and conditions

A total of 29,000 GBP has been awarded to PBCT by the Coastal Communities Fund to deliver Part 1 and Part 2 of the Reimagining Camanachd Square project by December 2022.

On the successful completion of Reimagining Camanachd Square - Part 1, PBCT would

look to commission Reimagining Camanachd Square - Part 2, however, these two exercises will be considered separately, and it should not be presumed that both will be awarded to the same contractor(s).

The work is offered as a fixed-term contract for a consultant / consultancy team for a total fee of 29,000 GBP inclusive of VAT and travel expenses. The fee quote should be split into the two separate pieces of work.

The successful candidate will be self-employed and responsible for his/her own tax and personal insurance.

Payments will be made as follows:

- 50% on receipt and acceptance of draft report, and the remainder upon acceptance of the final report for each piece of work.

Timeline

The following time frame for delivery is proposed:

PART 1 - Options Appraisal

Distribute brief to consultants W/c 22/11/21

Final date for tender submissions 17th December 2021

Appointment of consultant W/c 03/01/22

Briefing Meeting W/c 22/01/22

Produce draft Options Appraisal W/c 23/05/22

Present final draft to meeting of PBCT W/c 06/06/22

Submission of final Options Appraisal W/c 20/06/22

PART 2 – Masterplan & Business Case

Produce draft Masterplan & Business Case W/c 03/10/22

Present final draft to meeting of PBCT W/c 07/11//22

Submission of final Masterplan & Business Case W/c 21/11/22

Details of actual timescales will be agreed with the selected consultant(s) before the contract is issued.

Response

Should you be interested in this project, please submit a response by noon on Friday 17th December 2021 by email to fiona@portreeandbraes.org. PBCT are expected to demonstrate best value for money through their selection of consultancy team.

Your response should detail the following:

Existing knowledge and experience of this project, if applicable

Ability to deliver outputs in the proposed timeframe

Evidence of producing Options Appraisal, Masterplans, and concept drawings for similar projects

The methodology to be used to evidence the business case

Confirmation of insurances (Professional Indemnity and Public Liability each with values)

The lead consultant, with CV

Details of other members of the team and their relevant skills and knowledge

Two appropriate references

Fee quote split into the two separate pieces of work.

Payment detail

(SC Ref:675749)