

REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGENERATION.

Cullompton High Street Heritage Action Zone Public Realm Enhancement Project

Cabinet Member: Cllr Richard Chesterton
Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

Reason for Report and Recommendations: To advise Members on the results for the procurement of consultants on the Cullompton High Street Heritage Action Zone Town Centre Public Realm Enhancement Design.

RECOMMENDATION: It is recommended that the concept design contract for the Cullompton Town Centre Public Realm Enhancement Design is awarded to Supplier 4.

Relationship to Corporate Plan: The Cullompton High Street Heritage Action Zone project contributes to the corporate priorities of economic growth, empowering local communities and caring for the environment.

Financial Implications: Historic England has awarded a High Street Heritage Action Zone (HAZ) to Cullompton, following a successful bid by this Council. The administration of the HAZ programme of works rests with this Council through to March 2024 and includes public realm improvements around the Higher Bullring delivered in partnership with Devon County Council. Evaluation criteria set out in the tender document establishes that price forms 40% of the total score available.

Budget and Policy Framework: The cost of engaging consultants to deliver the Cullompton Town Centre Public Realm Enhancement design will be financed through High Street Heritage Action Zone agreed funding. A total of £60,000 has been budgeted for these works and the tender process has gone out on that basis.

Legal Implications: The contract will be let subject to the council standard terms and conditions for supply of services. The supplier referred to below is not identified – such information is confidential and not necessary to reach a decision. Any discussion which may identify a supplier should be treated as exempt information and must therefore be pre-empted by passing a resolution in accordance with Section 100A(4) of and Schedule 12A to the Local Government Act 1972, namely that such discussion would result in the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act, being information relating to the financial or business affairs of any particular person (including the authority holding that information).

Risk Assessment: The tender process has assessed against a series of quality criteria as well as price in order to ensure that the successful contractor not only represents suitable value for money, but is also sufficiently experienced and suited to undertake the role.

Equality Impact Assessment: The procurement was undertaken following all the Council's policies and adheres to our quality process. No equality impacts are foreseen from the letting of the procurement contract.

Impact on Climate Change: One of the quality assessment criteria questions asked how suppliers would seek to ensure the design can support Mid Devon becoming carbon neutral by 2030. Answers to this question formed part of the overall assessment of tenders received.

1.0 Introduction

- 1.1 The procurement procedure selected was an open tender process. This means that anyone who expressed an interest in the Prior Information Notice would be invited to tender.
- 1.2 The scope of work was for landscape/ public realm design services up to the Royal Institute of British Architects (RIBA) stage 3 (spatially coordinated design), to cover the town centre of Cullompton from the Higher Bullring through the Fore Street to the Lower Bullring.
- 1.3 The scope of work was discussed with Devon County Council and Historic England to ensure their requirements were addressed as both delivery partners and funding partners respectively.
- 1.4 The funding for this procurement, as well as the funding for the implementation of works to the Higher Bullring area, is being provided as part of the wider High Street Heritage Action Zone (HSHAZ) programme in Cullompton.
- 1.5 The overall HSHAZ programme is funded by Historic England and has been matched with contributions from local partners including Mid Devon District Council (MDDC), Devon County Council (DCC) and Cullompton Town Council.

2.0 Procurement Process

- 2.1 Expressions of Interest (EOIs) were invited via a Prior Information Notice advertised on the Proactis tender portal.
- 2.2 All EOIs received were accepted.
- 2.3 There were a total of 63 EOIs, of which 5 submitted their tenders on time, 18 opted out and 40 did not respond. The five submissions made on time were all within the budget as set out.
- 2.4 Each consultant/ consortia was also invited to present their submissions to a panel consisting of two officers from MDDC, one representative from Historic England, and two DCC officers. The assessment panel were chosen to reflect the nature of the project. Historic England and DCC were acting in an advisory context. Tender submission material was shared with DCC and Historic England in advance of these presentations.

2.5 Evaluation criteria set out in the ITT:

2.6

Quality	60%
Experience	15%
Qualification and skills	15%
Approach	30%
Price	40%

2.7 The quality was assessed based on 10 questions which suppliers were required to answer as part of their tender returns.

2.8 The outcome of the evaluation is shown below:

SUPPLIER	SCORE		TOTAL
	PRICE	QUALITY	
SUPPLIER 1	27.07	42.7	69.77
SUPPLIER 2	31.76	37.8	69.56
SUPPLIER 3	29.3	38.6	67.9
SUPPLIER 4	27.56	44.55	72.11
SUPPLIER 5	40	26.7	66.7

3.0 Conclusion

3.1 The outcome of the tender process shows Contractor 4 as the winning bidder.

3.2 Following the decision, there will be a compulsory 10 day standstill period after which the contract will be awarded.

3.3 Following the standstill period it is envisaged that the contract would start week commencing 30th August 2021, although this is still to be confirmed.

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Circulation of the Report: Cabinet

List of Background Papers: PART II - Confidential