

The Colville Project Trust

QUESTIONS - ANSWERS

ARCHITECTURAL/ENGINEERING DESIGN SERVICES

Project: Design of the Wellbeing and Education Centre and Land Management Plan of The Colville Project

SECTION I - QUESTIONS

On the 31 May 2022, a candidate asked via email:

1. On page 4, under the heading “Scope of services”, the services are described as “design, construction, administration and supervision of the construction”. Please can you clarify that you are seeking design services, as opposed to the actual physical construction of the building.
Our understanding is that you are seeking architectural and engineering design services, including **contract administration** (ie. administering the building contract on your behalf), is this correct?
2. Are project management services required as part of this proposal?
3. In the third paragraph of the same section, the required surveys are mentioned, including “UXO”. Is there some reason to believe that there might be unexploded ordnance in the area, or does this refer to another type of survey?
4. On page 6 of the pdf, under the heading “Design Experience”, point 2 asks for a list of all projects the team has provided design services for over the past three years. Assuming that the design team will include an Architecture practice and an Engineering practice at a minimum, this list may be extensive. We believe it makes sense to list only significant or relevant projects, are you comfortable with this approach?
5. On page 7 of the pdf, under the heading “D. Experience of Key Personnel...”, item 2.b asks about “Construction Administrators”, please can you confirm the definition of this role? Do you mean someone who performs **contract administration** duties?

6. On page 8 of the pdf, Section IV requests both a pdf and an editable version of the Statement of Qualification. Please can you explain the purpose of providing an editable version?
7. On page 12 of the pdf, in relation to the Tender stage of the process, we are comfortable submitting an architectural design as part of the competitive process, but believe that in relation to items 7-12, and 14, it is unrealistic to expect consultants to provide their expert advice prior to being engaged. In relation to these items (energy management, water management, etc) we propose to discuss high level principles as opposed to providing preliminary plans.
8. In relation to item 13, we note that the link to the cost estimate template on the website does not link to the correct document (rather, it links to the concept design options report).

SECTION II - ANSWERS

Those are the TCPT answers:

1. We are seeking design services, as opposed to the actual physical construction of the building.
We do are seeking architectural and engineering design services, including **contract administration** (ie. administering the building contract on your behalf).
2. Project management services are required as part of this proposal.
3. No "UXO" is required at the moment. There is no reason to believe that there might be unexploded ordnance in the area.
4. We are comfortable with listing only significant or relevant projects.
5. Under the heading "D. Experience of Key Personnel...", item 2.b , "Construction Administrators", we understand a project manager, the key person responsible for our case inside the team, our main contact. It can be someone who performs contract administration duties only, or the Architect himself or the lead engineer.
6. The purpose of providing an editable version is to make the analytic work of the selection panel easier. With editable versions it is easier to create matrices comparing offers and candidates. Texts in PDF are harder to copy. The PDF version is there as an official document and will not be touched. The editable version will also help the ongoing work of the future contract. Also, comments and reviews are easier on editable versions.
7. For 7-12 and 14 items we agree on having high level principles. As you noticed, the maximum is one page delivered, expecting only a few paragraphs explaining mostly the vision of the team on those subjects.
8. Thanks for noticing. It has now been updated.