

Procurement of a Design and Build Contract to deliver new build Extra Care and general needs housing schemes at Cartmell Drive South, Temple Newsam and Middlecross, Armley

Appendix 2: Quality and Price Evaluation Criteria

1. Quality Evaluation Criteria

The maximum amount of points available for quality will be 650 out of 1000 (65%).

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
Invitation to Participate in Dialogue Stage 1					
1	For Cartmell Drive South Scheme 1 please identify the key members of your delivery team(s), including any external resources, and list what their roles and responsibilities will be. Please detail their recent and relevant experience on similar schemes and explain why they are suitable for this scheme. Please submit an organogram(s) showing your pre-construction team(s) and construction team(s).	Scoring 0 - 10	25	4 sides A4 Plus 2 sides A3 for organograms	1
2	Please identify the key risks associated with Cartmell Drive South Scheme 1. Please detail your understanding of them as well as your proposed approach to mitigating them through each stage of the project. Please submit a risk register that includes local site specific risks and takes into account the site information survey pack provided in the tender documentation.	Scoring 0 - 10	15	2 sides A4 plus 1 Side A3 for Risk Register	1
3	How will you ensure that Cartmell Drive South Scheme 1 site remains safe and secure throughout the construction period? How will you deal with any safety or security issues that may arise? Your response should include your lines of escalation and availability which demonstrate accountability and commitment to resolving issues, as well as your communications plan in respect of emerging or actual health and safety issues.	Scoring 0 - 10	20	3 sides A4	1

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
4	<p>LCC are currently acting as Principal Designer (as defined by CDM Regulations 2015) for this project and will continue to do so until each Design Services Agreement (DSA) is signed and this role is discharged to the successful contractor. Therefore LCC needs confirmation that it is correctly discharging the Principal Designer role. If this confirmation is not provided in response to this question, it will be deemed a fail.</p> <p>Please confirm who from your organisation will undertake the Principal Designer role for each scheme in the project. Your response needs to include their skills, knowledge and experience to undertake this role. Please refer to Clause 9 of the DSA.</p>	Pass / Fail		2 sides A4	1
5	<p>Please detail how you will engage with all relevant stakeholders throughout the delivery of Cartmell Drive South Scheme 1. Stakeholders should include but not be limited to the Council, ward members, prospective tenants, community groups and local residents. Please ensure your answer outlines the methods of engagement tailored to each group of stakeholders, as well as your public complaints procedure.</p>	Scoring 0 - 10	25	3 sides A4	1
6	<p>How will you manage the design process in this project following contract award? Your response should include details on design review intervals and meetings with the Council; how you intend to work with LCC Planning; and how you will conduct the public consultations.</p>	Scoring 0 - 10	25	2 sides A4	1

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
Invitation to Submit Detailed Solution Stage 2					
7	Please detail how you will manage your supply chain and how this will contribute to the effective delivery of Scheme 1. Your answer should include but not be limited to the groups below: <ul style="list-style-type: none"> - Key consultants - Sub-contractors - Materials suppliers - In-house delivery team 	Scoring 0 - 10	20	3 sides A4	2
8	Please explain how you will approach offering opportunities to local supply chain partners for Scheme 1 as set out in objectives contained within the Leeds Inclusive Growth Strategy 2018 – 2023.	Scoring 0 - 10	15	2 sides A4	2
9	Please describe the process you will follow to develop a remediation strategy for the contaminated land at Cartmell Drive South in Scheme 1.	Scoring 0 - 10	20	2 sides A4	2
10	For Scheme 1 how will you monitor progress against programme; manage quality and compliance; and communicate with LCC's NEC Supervisor and Project Manager throughout the construction phase to ensure units are handed over on time and defect free? Please provide a summary of how you will approach defect management / resolution during the defect liability period.	Scoring 0 - 10	20	4 sides A4	2
11	How will you deliver an effective and smooth handover process to support residents to settle into the extra care and general needs units delivered in the project? Please detail specific processes and services which will be offered to enable their induction and settling in period to run as smoothly as possible.	Scoring 0 - 10	15	2 sides A4	2

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
12	<p>Please provide a high level programme for the delivery of Cartmell Drive South Scheme 1 in the form of a Gantt chart. You must include enabling works / remediation dates. You must take into account the handover requirements outlined in the Output Specifications.</p> <p>The programme should be supported by written commentary describing how you will manage and resource the project and how you will phase delivery. Your commentary should also provide details of contingency and business continuity measures that will be put in place to ensure the resilience of your programme.</p>	Scoring 0 - 10	20	1 side A3 for Gantt chart plus 3 sides A4	2
13	<p>Please describe how your design of the Cartmell Drive South Scheme 1 integrates with the local environment. In addition, please describe how it integrates with the local community and encourages existing and new residents to use the new communal facilities and public amenity space. Please note that the evaluation panel will cross reference this response with the designs you submit.</p>	Scoring 0 - 10	20	2 sides A4	2
14	<p>Please provide a narrative detailing why the parking provision provided for the extra care scheme on the Cartmell Drive South Scheme 1 site is suitable and complies with the Leeds City Council Street Design Guide (as seen in sections 4.1 and 7.23 in the Extra Care output specification, and sections 1.4.3 and 1.4.3.1.1.2 of the General Needs specification). Please note that the evaluation panel will cross reference this response with your designs submitted.</p>	Scoring 0 - 10	15	1 side A4	2

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
<p>Invitation to Submit Final Tender</p> <p>Stage 3</p>					
15	<p>Please explain how you will ensure there is continuity and consistency in how your delivery team(s) deliver the project. Please detail how this will be achieved throughout all the stages of delivery; from inception to bid stage, following through to the design stage and into construction, handover and to the end of the defects liability period.</p>	Scoring 0 - 10	10	2 sides A4	3
16	<p>How will you will realise any efficiencies or economies of scale when delivering the project?</p>	Scoring 0 - 10	5	2 sides A4	3
17	<p>Please set out your construction management plan for Cartmell Drive South Scheme 1. Your response should include but not be limited to:</p> <ul style="list-style-type: none"> - Access and parking arrangements - Traffic management - Location of site office - Storage of materials - Site waste management - Noise 	Scoring 0 - 10	20	3 sides A4	3
18	<p>Please set out the key site specific issues that you will take into consideration when preparing your construction management plan for Middlecross Scheme 2.</p>	Scoring 0 - 10	10	1 side A4	3

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
19	<p>Please provide a high level programme for the project to include the delivery of Cartmell Drive South Scheme 1 and Middlecross Scheme 2 in the form of a Gantt chart. You must include enabling works / remediation dates. You must take into account the handover requirements outlined in the Output Specifications.</p> <p>The programme should be supported by written commentary describing how you will manage and resource the project and how you will phase delivery. Your commentary should also provide details of contingency and business continuity measures that will be put in place to ensure the resilience of your programme.</p>	Scoring 0 - 10	25	2 sides A3 for Gantt chart plus 3 sides A4	3
20	<p>Please submit a social value plan for Scheme 1 which provides additional information to support and validate projected outputs. Full details in Appendix 5 Social Value Requirements. Your answer should focus on the following areas:</p> <p>Part A - Employment and skills – including submission of an employment and skills plan which will detail how you will deliver local employment and skills opportunities created as a result of this contract. This can also include other education or community engagement opportunities. (10 marks)</p> <p>Part B - How the schemes will contribute to and support a strong local economy and a compassionate city (5 marks)</p> <p>Part C - In relation to Working in partnership with others to achieve the best outcomes for Leeds and recognise the added value that community led organisations bring to the city. (5 marks)</p> <p>Part D - How the overall management, monitoring and reporting of the Social Value Plan is delivered (10 marks)</p>	Scoring 0 - 10	Part A - 10 Part B - 5 Part C - 5 Part D - 10 (30 in total)	Part A – 2 sides A4 Part B – 1 side A4 Part C – 1 side A4 Part D – 1 side A4	3

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
21	<p>Please detail the construction method of your proposal for Scheme 1 and detail how you will ensure that this method meets the standards and requirements set out in the output specifications, and supporting documentation. Please provide scheme specific details about technical specifications and technical details which show compliance and showcase your proposed solutions. Please refer to Part 2 General Requirements and Part 4 Technical Specification from the Extra Care specification, and sections 1.2, 1.4 and 1.4.3.2 from the General Needs specification. Your answer will outline key areas of the LCC Specification and include as a minimum, but not limited to, energy efficiency standards, key internal fitments and the main external materials. Please note your response may cross referenced with the designs submitted as part of your answer to question 24 of your tender submission.</p>	Pass/ Fail		10 sides A4	3
22	<p>Please describe the overall concept behind your site masterplan for Cartmell Drive South Scheme 1.</p>	Scoring 0 - 10	25	1 side A4	3
23	<p>Please describe how your Cartmell Drive South Scheme 1 design incorporates specific considerations to meet the HAPPI design principles, as seen in section 5.2 of the output specification. Please specify how the extra care scheme design will support people living with dementia, cognitive impairment or other disabilities to live independently. Please note that the evaluation panel will cross reference this response with the designs you submit throughout the competitive dialogue procedure.</p>	Scoring 0 - 10	25	5 sides A4	3

Question Number	Method Statement Question	Assessment Method	Maximum Points Available	Page Limit	Applicable to Tender Dialogue Stage
24	<p>Design:</p> <p>For Cartmell Drive South Scheme 1, please submit the design requirements outlined in the table below on pages 27 - 29 relevant to the appropriate stage of dialogue.</p>	Scoring 0 - 10	225 (Please see break down of sub-criteria in Design Assessment Criteria)		See table below
25	<p>Design:</p> <p>For Middlecross Scheme 2, please submit an annotated capacity study which shows:</p> <ul style="list-style-type: none"> - The red line boundary line - Extra care building footprint and number of storeys - Existing neighbouring buildings adjoining/adjacent to the site and other elements of local context which will be taken into account when the designs are produced in greater detail - Vehicular access - Parking provision - Use and location of any freestanding structures outside the main building footprint 	Scoring 0 - 10	20 (Please see break down of sub-criteria in Design Assessment Criteria)	2 sides A3	3

Method Statement Question 24

For Cartmell Drive South Scheme 1, please submit the following design items relevant to the appropriate stage of dialogue. Please note: 'EC' = Extra care; 'GN' = General needs.

ITPD Dialogue Stage 1 Initial Concept Design (Submit items 1 - 6)	ITDS Dialogue Stage 2 Developed Concept Design (Submit items 1 - 9)	ITFT Dialogue Stage 3 Developed Design (Submit items 1 - 8)
<i>Site Master Plan & Landscaping</i>		
Item 1: 1:500 Concept Site Master Plan (Inc. EC & GN) to include annotations of the key principles of the integrated landscaping strategy referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and parts 1.2, 1.4.1 and 1.4.2 of the General Needs specification.	Item 1: 1:500 Site Master Plan (Inc. EC & GN) to include illustrations of the key principles of the integrated landscaping strategy referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and parts 1.2, 1.4.1 and 1.4.2 of the General Needs specification.	Item 1: 1:500 Detailed Site Master Plan (Inc. EC & GN)
n/a	n/a	Item 2: Landscape Strategy Plan (1:500, A1) (hard & soft) showing existing trees to be retained, key new planting (e.g. new trees) and any street furniture where appropriate. Annotation of boundary types including fencing, walls, gates, steps etc. Please refer to 8.73 and 8.74 in Extra Care specification and 1.4.3.2.21 and 1.4.3.2.22 in General Needs specification

Extra Care Floor Plans		
<p>Item 2: 1:200 EC Concept Scheme Floor Plan Schematic referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>	<p>Item 2: 1:200 EC Scheme Floor Plans (including all private and public areas) referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>	<p>Item 3: 1:100 EC General arrangement Floor Plans to include:</p> <ul style="list-style-type: none"> - Key room dimensions - Room areas - GIA - Dimensions / turning circles and GIA of each unit type including furniture and activity/turning zones - Kitchen and bathroom layout <p>(Maximum of 6 A3 sheets per unit type to include drawings at 1:100 and 1:50) referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>
<p>Item 3: 1:100 Concept Typical EC Apartment Floor Plans (1 per unit type) referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>	<p>Item 3: 1:100 EC Apartment Floor Plans (1 per unit type) referring to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>	n/a
Extra Care Elevations		
n/a	<p>Item 4: 1:200 EC Typical Elevations and or/ 3D Key Axonometric Visuals Please refer to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>	<p>Item 4: 1: 200 EC Elevations including key dimensions / levels and material references Please refer to Parts 1 section 3, and Parts 2 and 3 of the Extra Care output specification, and separate accommodation schedule document</p>

General Needs Housing Units Floor Plans		
Item 4: 1:000 Concept Typical GN Unit Type Floor Plans (1 per unit type) referring to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document	Item 5: 1:100 GN Unit Type Floor Plans (1 per unit type) referring to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document	Item 5: 1:100 GN General arrangement unit type floor plans per property type including: <ul style="list-style-type: none"> - Key room dimensions - Room areas - GIA - Dimensions / turning circles and GIA of each house type including furniture and activity/turning zones - Kitchen and bathroom layout (Maximum of 6 A3 sheets per house type to include drawings at 1:100 and 1:50) Please refer to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document
General Needs Housing Units Elevations		
n/a	Item 6: 1:100 GN Typical Elevations and or/ 3D Key Axonometric Visuals referring to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document	Item 6: 1:100 GN Elevations including key dimensions / levels and material references referring to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document
Site Massing Images		
n/a	Item 7: A3 - Site Massing computer generated model/Images (with surrounding context) referring to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document	Item 7: A3 - Developed Site Massing /Images (including Context) Please refer to Parts 1.2, 1.4.1 and 1.4.2 of the General Needs output specification and accommodation schedule document

Street Layout / Scene		
n/a	Item 8: 1:200 examples of street layout referring to part 3 of the Extra Care output specification and section 1.4.3.1.1 of the General Needs output specification	Item 8: 2no Typical Street Scene in 3D with context to include EC & GN please refer to part 3 of the Extra Care output specification and section 1.4.3.1.1 of the General Needs output specification
Sections		
n/a	Item 9: 1:200 Typical Section (1 for EC & 1 per GN unit type)	n/a
Other		
Item 5: A1 – Precedent Mood Board (e.g. internal & external finishes/building details/site landscape/products etc.)	n/a	n/a
Item 6: A1 - Site Analysis Diagram	n/a	n/a

2. Price Evaluation Criteria

Price will be worth 35% (350 points out of 1,000). Price will be evaluated by the total sum of the costs submitted at each tender stage. Bidders will generate costs over the three stages of the competitive dialogue.

In the ITPD Stage (this stage) bidders will be asked to submit an activity schedule which includes their fee percentages, preliminaries and design fees. Bidders will also be required to confirm in a written statement in the Tender Schedule that they can comply with the relevant floor and ceiling above ground costs for the extra care scheme accommodation types as well as the affordability thresholds for the above ground costs for the general needs housing units as set out in 2 Client Scope, the Output Specification Part 2, Project Overview.

Consequently, if further information becomes available in subsequent stages (ITDS and ITFT) which conflicts with any reasonable assumptions made at Stage 1 or at Stage 2, bidders are able to change their price to reflect the impact on their assumptions.

Tenderers must note that the prices provided in ITDS and ISFT (stage 2 and 3 of this process) can only be improvements on the rates submitted in previous stages.

During the ITDS (stage 2) bidders will be required to submit pricing for the above ground costs for the general needs housing and extra care, and external and site external costs for the general needs housing and extra care. In addition to this, bidders are required to submit the items required in their submission for the ITPD stage (stage 1).

During the ITFT (stage 3) bidders will be required to submit a fully priced activity schedule that covers the general needs housing and the extra care scheme on Cartmell Drive South, including below ground costs.