

GB-Shrewsbury: DONV 013 - Indicative Masterplan for Oswestry Town Centre including Movement and Access Strategy

Competitive Contract Notice

1. Title: GB-Shrewsbury: DONV 013 - Indicative Masterplan for Oswestry Town Centre including Movement and Access Strategy

2. Awarding Authority:

Shropshire Council

Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, United Kingdom

Tel. [REDACTED], Fax. [REDACTED] Email: [REDACTED], URL:

www.shropshire.gov.uk

Contact: Procurement, Attn: Procurement

3. Contract Type: Services

Sub Type: Management consultant services and related services.

4. Description: Project management consultancy services. Project management consultancy services. The Future Oswestry group is a partnership between Oswestry Town Council, Shropshire Council and Oswestry Business Improvement District (BID) working collectively to help create and support a thriving town.

Shropshire Council on behalf of The Future of Oswestry group wish to appoint a commercially-led multidisciplinary team to prepare an investable concept masterplan for Oswestry. This study will develop the vision and ambitions identified through work undertaken to date and will map the physical connections and relationships between key assets, areas and future movement modes and routes.

The masterplan study will also support the development of a Movement and Access Strategy demonstrating interconnectivity across Oswestry to support sustainable movement around the town.

The project will be a collaborative programme supporting and engaging with the Future Oswestry partners, key stakeholders and community groups to develop short, medium and long-term recommendations and associated action plan. This action plan will clearly detail priorities, timelines and constraints for key deliverable solutions.

5. CPV Codes:

72224000 - Project management consultancy services.

6. NUTS Codes :

UKG22 - Shropshire CC

7. Main Site or Location of Works, Main Place of Delivery or Main Place of Performance: Shropshire CC,

8. Reference Attributed by the Awarding Authority: DONV 013

9. Estimated Value of Requirement: Category I: 50K to 100K

Currency: GBP

10. Deadline for Expression of Interest: 14/05/2020 12:00:00

11. Address to which they must be sent:

Not Provided

12. Other Information:

Other Information: For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-GB-Shrewsbury:-DONV-013---Indicative-Masterplan-for-Oswestry-Town-Centre-including-Movement-and-Access-Strategy/8G74M4H98C>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/8G74M4H98C>

Suitable for VCO: Yes

Procedure Type: OPEN

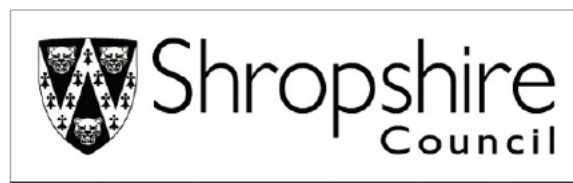
Period of Work Start date: 09/06/2020

Period of Work End date: 31/10/2020

Is this a Framework Agreement?: no

**Commissioning Development & Procurement
Finance Governance & Assurance**

Shirehall, Abbey Foregate
Shrewsbury, SY2 6ND



[REDACTED]
[REDACTED]
[REDACTED]

16th April 2020

Dear Bidder

**DONV 013 - INDICATIVE MASTERPLAN FOR OSWESTRY TOWN CENTRE INCLUDING
MOVEMENT AND ACCESS STRATEGY
SHROPSHIRE COUNCIL**

You have been invited to tender for the above requirement. With this letter please find copies of the following documents:

- Instructions for Tenderers
- Tender Response Document
- Indicative Masterplan Movement Strategy Brief Summary
- Oswestry Opportunity Map - a series of detailed maps will be provided to the selected consultant.
- Draft Contract

Tenders should be made on the enclosed Tender Response Document. Your Tender must be completed, signed and returned along with a signed copy of the instructions for tendering through our Delta Tenderbox. Please pay particular attention to the points below concerning the returning of tenders.

Returning of Tenders

- The deadline for returning tenders is **noon on 14th May 2020** any tenders received after this time will not be accepted
- Tenders are to be submitted through Delta, our electronic tender portal
 - **Please ensure that you allow yourself at least two hours when responding prior to the closing date and time**, especially if you have been asked to upload documents. If you are uploading multiple documents you will have to individually load one document at a time or you can opt to zip all documents in an application like WinZip. Failure to submit by the time and date or by the method requested will not be accepted.
 - **Once you upload documentation ensure you follow through to stage three and click the 'response submit' button. Failure to do so, will mean the documents won't be viewable by the Council.**

Tenders **cannot** be accepted if:

- Tenders are received by post, facsimile or email
- Tenders are received after **12 noon on the given deadline**

Freedom of Information

Under the provisions of the Freedom of Information Act 2000 from 1 January 2005, the public (included in this are private companies, journalists, etc.) have a general right of access to information held by public authorities. Information about your organisation, which Shropshire Council may receive from you may be subject to disclosure, in response to a request, unless one of the various statutory exemptions applies.

Therefore if you provide any information to Shropshire Council in the expectation that it will be held in confidence, you must make it clear in your documentation as to the information to which you consider a duty of confidentiality applies. The use of blanket protective markings such as “commercial in confidence” will no longer be appropriate and a clear indication as to what material is to be considered confidential and why should be given.

Other Details

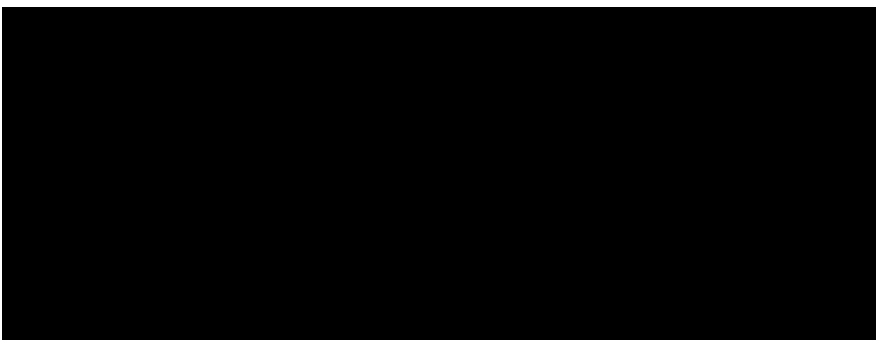
Please note that if supplementary questions are raised by any tenderer prior to the closing of tenders and Shropshire Council decides that the answers help to explain or clarify the information given in the Tender Documents, then both the questions and the answers will be circulated to all enterprises invited to submit a tender. Please raise all clarification questions before the deadline of **7th May 2020**.

Shropshire Council is purchasing on behalf of itself and any wholly owned local authority company or other entity that is deemed to be a contracting authority by virtue of the Council's involvement

Please also note that Shropshire Council is committed to achieving Social Value outcomes through maximising the social, economic and/or environmental impact of all its procurement activity. Specific requirements for this contract are set out within the Tender Response Document and in addition for your further information the council's Social Value Framework guidance can be found at www.shropshire.gov.uk/doing-business-with-shropshire-council.

If you have any queries relating to this invitation to tender, please contact us through the Delta e-tendering portal.

Yours faithfully





INSTRUCTIONS FOR TENDERING

**DONV 013 - INDICATIVE MASTERPLAN
FOR OSWESTRY TOWN CENTRE
INCLUDING MOVEMENT AND ACCESS
STRATEGY**

Shropshire Council Instructions for tendering

Contract Description:

The Future Oswestry group wish to develop a collective vision for the town that can be tested through engagement with the public and stakeholders. We wish to appoint a multidisciplinary team to help refresh and further develop the vision and framework, map the physical connections and relationships between key assets, areas and future movement modes and routes, and produce an investable concept masterplan for the evolution of the town.

Purpose of the study:

- Develop an investable concept masterplan for the evolution of the town.
- Support the Future Oswestry group by further developing the overall vision for the evolution of Oswestry, through the development of recommendations including the re-purposing of empty buildings (retail, office, housing, leisure, community etc.), and the treatment of the public realm.
- Support the Future Oswestry group with evidence to enable better informed investment decisions, prioritisation and targeting of resources.
- Advise on an appropriate approach to transport, traffic and car parking management.
- Develop a movement and access strategy.
- Prepare an action plan with key delivery and implementation timelines, identifying short, medium and longer-term priorities and the key projects that provide deliverable solutions and interventions.
- Test the vision through engagement with key stakeholders.

Please see accompanying Indicative Masterplan Movement Strategy Brief Summary for further details of requirements.

The contract will commence on the 9th June 2020 until 31st October 2020.

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1.0 Invitation to Tender

- 1.1 You are invited to tender for the provision of a as detailed in the Tender Response Document. The contract will be commencing on the 9th June 2020 until 31st October 2020.
- 1.2 Tenders are to be submitted in accordance with the Draft Terms and Conditions of Shropshire Council and the instructions outlined within this document.
- 1.3 Tenders must be submitted in accordance with the following instructions. Tenders not complying in any particular way may be rejected by Shropshire Council (the Council) whose decision in the matter shall be final. Persons proposing to submit a Tender are advised to read the Invitation to Tender documentation carefully to ensure that they are fully familiar with the nature and extent of the obligations to be accepted by them if their Tender is accepted.
- 1.4 The Invitation to Tender documents must be treated as private and confidential. Tenderers should not disclose the fact that they have been invited to tender or release details of the Invitation to tender document other than on an “in confidence” basis to those who have a legitimate need to know or who they need to consult for the purpose of preparing the tender as further detailed in these Instructions for Tendering.
- 1.5 Tenderers shall not at any time release information concerning the invitation to tender and/or the tender documents for publication in the press or on radio, television, screen or any other medium without the prior consent of the Council.
- 1.6 The fact that a Tenderer has been invited to submit a tender does not necessarily mean that it has satisfied the Council regarding any matters raised in the pre-tender questionnaire submitted. The Council makes no representations regarding the Tenderer's financial stability, technical competence or ability in any way to carry out the required services. The right to return to any matter raised in any pre-tender questionnaire submitted as part of the formal tender evaluation is hereby reserved by the Council.
- 1.7 The Invitation to Tender is issued on the basis that nothing contained in it shall constitute an inducement or incentive nor shall have in any other way persuaded a tenderer to submit a tender or enter into a Contract or any other contractual agreement.
- 1.8 Shropshire Council is purchasing on behalf of itself and any wholly owned local authority company or other entity that is deemed to be a contracting authority by virtue of the Council's involvement.
- 1.9 Tendering is required by Shropshire Council's procurement processes that ensure that the Council is adhering to Managing Public Money guidelines. The Council anticipates that one company will be the lead consultant of a consortium of partners who provide the range of expertise needed for the project.

2.0 Terms and Conditions

- 2.1 Every Tender received by the Council shall be deemed to have been made subject to the General Terms and Conditions and these Instructions for Tendering unless the Council shall previously have expressly agreed in writing to the contrary.

- 2.2** The Tenderer is advised that in the event of their Tender being accepted by the Council, they will be required to undertake the required services.

3.0 Preparation of Tenders

3.1 Completing the Tender Response Document

- 3.1.1** Tenders should be submitted using the 'Tender Response Document' following the instructions given at the front of the document. The Tenderer's attention is specifically drawn to the date and time for receipt of Tenders and that no submission received after the closing time will be considered.

- 3.1.2** All documents requiring a signature must be signed;

- a) Where the Tenderer is an individual, by that individual;
- b) Where the Tenderer is a partnership, by two duly authorised partners;
- c) Where the Tenderer is a company, by two directors or by a director and the secretary of the company, such persons being duly authorised for the purpose.

- 3.1.3** The Invitation to Tender Documents are and shall remain the property and copyright of the Council

3.2 Tender Preparation and Costs

- 3.2.1** It shall be the responsibility of Tenderers to obtain for themselves at their own expense all information necessary for the preparation of their Tender. No claim arising out of want of knowledge will be accepted. Any information supplied by the Council (whether in the Tender Documentation or otherwise) is supplied only for general guidance in the preparation of tenders.

- 3.2.2** Any Tenderer considering making the decision to enter into a contractual relationship with the Council must make an independent assessment of the Tender opportunity after making such investigation and taking such professional advice as it deems necessary.

- 3.2.3** Tenderers will be deemed for all purposes connected with their Tender submission where appropriate to have visited and inspected the Council, its assets, all the locations in respect of the delivery of the services/supplies/works and to have satisfied themselves sufficiently as to the nature, extent and character of the services supplies/works sought, and the human resources, materials, software, equipment, machinery, and other liabilities and other matters which will be required to perform the contract.

- 3.2.4** The Council will not be liable for any costs incurred by Tenderers in the preparation or presentation of their tenders.

- 3.2.5** Tenderers are required to complete all pricing schedules in the Invitation to tender documents. The terms "Nil" and "included" are not to be used but a zero or figures must be inserted against each item. Unit rates and prices must be quoted in pounds sterling and whole new pence.

- 3.2.6** It shall be the Tenderer's responsibility to ensure that all calculations and prices in the Tender documentation are correct at the time of submission.
- 3.2.7** The Tenderer is deemed to have made him/herself acquainted with the Council's requirements and tender accordingly. Should the Tenderer be in any doubt regarding the true meaning and intent of any element of the specification he is invited to have these fully resolved before submitting his Tender. No extras will be allowed for any loss or expense involved through any misunderstanding arising from his/her failure to comply with this requirement.
- 3.2.8** Any Tender error or discrepancy identified by the Council shall be drawn to the attention of the Tenderer who will be given the opportunity to correct, confirm or withdraw the Tender.
- 3.2.9** The Tender Documents must be treated as private and confidential. Tenderers should not disclose the fact that they have been invited to tender or release details of the Tender document other than on an In Confidence basis to those who have a legitimate need to know or whom they need to consult for the purpose of preparing the Tender.

3.3 Parent Company Guarantee

It is a condition of contract that if the tendering company is a subsidiary then its Ultimate Group/Holding Company must guarantee the performance of this contract and provide a letter to that effect signed by a duly authorised signatory of the Ultimate Group/Holding Company if requested to do so by the Council. Where the direct parent company cannot provide an adequate guarantee in the opinion of the Council, the Council will look to another group or associate company, with adequate assets, to be the guarantor. In cases where the contract is with a Joint Venture Company (JVC) or a Special Purpose Vehicle (SPV) company, which may have two or more parent companies and which may not be adequately capitalised or have sufficient financial strength on its own to support the risk and obligations it has under the contract, 'joint and several' guarantees / indemnities from the parent companies of the JVC or SPV may be sought.

3.4 Warranty

The Tenderer warrants that all the information given in their Tender and if applicable their Request to Participate Questionnaire is true and accurate. The information provided will be deemed to form part of any contract formed under this contract.

The Tenderer warrants that none of their current Directors have been involved in liquidation or receivership or have any criminal convictions

4.0 Tender Submission

- 4.1** Tenders must be submitted strictly in accordance with the letter of instruction accompanying this Invitation to Tender. Tenders must be submitted by the deadline of **noon 14th May 2020**.
- 4.2** No unauthorised alteration or addition should be made to the Specification and Tender Response Document, or to any other component of the Tender document. If any such alteration is made, or if these instructions are not fully complied with,

the Tender may be rejected.

- 4.3 Qualified tenders may be submitted, but the Council reserves the right not to accept any such tender. The Council's decision on whether or not a Tender is acceptable will be final.
- 4.4 Tenderers should note that their Tender must remain open and valid and capable of acceptance for a period of at least 90 days.
- 4.5 Tenderers should note that Tenders and supporting documents must be written in English and that any subsequent contract, which may or may not be entered into, its formation, interpretation and performance, shall be subject to and in accordance with the laws of England and subject to the jurisdiction of the Courts of England and Wales.
- 4.6 Where Tender submissions are incomplete the Council reserves the right not to accept them.

5.0 Variant Bids

- 5.1 The Council is interested in alternative solutions which would provide and develop opportunities for savings in service costs, service improvement or other financial benefits. In particular, the Council wishes to encourage solutions which also deliver benefits and added value to the local economy, residents and the business community.
- 5.2 Tenderers may submit, at their discretion, a Tender offering a different approach to the project as a "Variant Bid". However, to permit comparability, at least one bid must be submitted strictly in accordance with the Invitation to Tender Documents(the "Compliant Tender") . Any Tender variant proposed must clearly state how it varies from the requirements of the Compliant Tender Documents, and be explicit in demonstrating the benefits that will accrue to the Council from adopting this approach. Tenderers will be required to identify which submission, in their view, demonstrates best value to the Council.
- 5.3 Variant Bids must contain sufficient financial and operational detail to allow any Variant Bid to be compared with the standard Tender, permitting its considerations in written form.

6.0 Tender Evaluation

- 6.1 The Tenderers may be called for interview to seek clarification of their tender or additional or supplemental information in relation to their tender. The presentations will not carry any weighting to the final score achieved by Tenderers, but will be used to clarify and moderate issues raised in the Tenderer's submissions. Any areas of discrepancy between submissions and information gained from the presentations will be reviewed and scores previously awarded will be amended if necessary.
- 6.2 If the Council suspects that there has been an error in the pricing of a Tender, the Council reserves the right to seek such clarification, as it considers necessary from the Tenderer in question.

7.0 Clarifications

- 7.1** Tenderers are responsible for clarifying any aspects of the tendering process and/or the Invitation to Tender documents in the manner described below.
- 7.2** If you are unsure of any section and require further clarification, please contact via our Delta Tenderbox.
- 7.3** Where appropriate, the Authorised Officer named above may direct the Tenderer to other officers to deal with the matter.
- 7.4** All queries should be raised as soon as possible (in writing), in any event not later than **7th May 2020**.
- 7.5** All information or responses that clarify or enhance the tendering process will be supplied to all Tenderers on a uniform basis (unless expressly stated otherwise). These responses shall have the full force of this Instruction and where appropriate the Conditions of Contract. If a Tenderer wishes the Council to treat a question as confidential this must be expressly stated. The Council will consider such requests and will seek to act fairly between the Tenderers, whilst meeting its public law and procurement duties in making its decision.
- 7.6** Shropshire Council reserves the right to issue amendments or modifications to this tender during the tender stage. These will be amended on the procurement portal where the tender was originally advertised and bids will be assumed to take account of any such modifications and amendments.
- 7.7** Except as directed in writing by the Authorised Officer, and confirmed in writing to a Tenderer, no agent or officer or elected Member (Councillor) of the Council has any express or implied authority to make any representation or give any explanation to Tenderers as to the meaning of any of the Tender Documents, or as to anything to be done or not to be done by a Tenderer or to give any warranties additional to those (if any) contained in the ITT or as to any other matter or thing so as to bind the Council in any way howsoever.

8.0 Continuation of the Procurement Process

- 8.1** The Council shall not be committed to any course of action as a result of:
- i) issuing this Invitation to Tender;
 - ii) communicating with a Tenderer, a Tenderer's representative or agent in respect of this procurement exercise;
 - iii) any other communication between the Council (whether directly or through its agents or representatives) and any other party.
- 8.2** The Council reserves the right at its absolute discretion to amend, add to or withdraw all, or any part of this Invitation to Tender at any time during the tendering stage of this procurement exercise.
- 8.3** At any time before the deadline for receipt of tender returns the Council may

modify the Invitation to Tender by amendment. Any such amendment shall be numbered and dated and issued by the Council to all participating tenderers. In order to give prospective Tenderers reasonable time in which to take the amendment into account in preparing its Tender return, the Council may in its sole discretion, extend the deadline for submission of the tender returns. The Council reserves the right to amend, withdraw, terminate or suspend all or any part of this procurement process at any time at its sole discretion.

9.0 Confidentiality

- 9.1** All information supplied by the Council in connection with or in these Tender Documents shall be regarded as confidential to the Council unless the information is already within the public domain or subject to the provisions of the Freedom of Information Act 2000.
- 9.2** The Contract documents and publications are and shall remain the property of the Council and must be returned upon demand.
- 9.3** Tenderers shall ensure that each and every sub-contractor, consortium member and/or professional advisor to whom it discloses these papers complies with the terms and conditions of this ITT.
- 9.4** The contents of this Invitation to Tender are being made available by the Council on condition that:
 - 9.4.1** Tenderers shall at all times treat the contents of the Invitation to tender and any related documents as confidential, save in so far as they are already in the public domain and Tenderers shall not, subject to the provisions relating to professional advisors, sub-contractors or other persons detailed below, disclose, copy, reproduce, distribute or pass any of the contents of the Invitation to tender to any other person at any time or allow any of these things to happen;
 - 9.4.2** Tenderers shall not use any of the information contained in this Invitation to tender for any purpose other than for the purposes of submitting (or deciding whether to submit) the tender; and
 - 9.4.3** Tenderers shall not undertake any publicity activity within any section of the media.
- 9.5** Tenderers may disclose, distribute or pass this Invitation to tender to their professional advisors, sub-contractors or to another person provided that:
 - 9.5.1** this is done for the sole purpose of enabling an Invitation to tender to be submitted and the person receiving the Information undertakes in writing to keep the Invitation to Tender confidential on the same terms as if that person were the Tenderer; or
 - 9.5.2** the Tenderer obtains the prior written consent of the Council in relation to such disclosure, distribution or passing of the Invitation to Tender; or
 - 9.5.3** the disclosure is made for the sole purpose of obtaining legal advice from external lawyers in relation to the procurement or to any Contract(s) which may arise from it; or
 - 9.5.4** the Tenderer is legally required to make such a disclosure.

9.6 The Council may disclose detailed information relating to the Invitation to Tender to its officers, employees, agents, professional advisors or Governmental organisations and the Council may make any of the Contracts and procurement documents available for private inspection by its officers, employees, agents, professional advisors, contracting authorities or Governmental organisations.

9.7 As a responder to this tender, the tenderer is reminded of the need for confidentiality and the need not to divulge its actual or intended tender price or an approximation of that price to any other person or body until the Council notifies the tenderer that the contract has been awarded.

9.8 Transparency of Expenditure

Further to its obligations regarding transparency of expenditure, the Council may be required to publish information regarding tenders, contracts and expenditure to the general public, which could include the text of any such documentation, except for any information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act to be determined at the absolute discretion of the Council.

10.0 Freedom of Information

10.1 Please note that from 1 January 2005 under the provisions of the Freedom of Information Act 2000, the public (included in this are private companies, journalists, etc.) have a general right of access to information held by public authorities. One of the consequences of those new statutory responsibilities is that information about your organisation, which Shropshire Council may receive from you during this tendering process may be subject to disclosure, in response to a request, unless one of the various statutory exemptions applies.

10.2 In certain circumstances, and in accordance with the Code of Practice issued under section 45 of the Act, Shropshire Council may consider it appropriate to ask you for your views as to the release of any information before we make a decision as to how to respond to a request. In dealing with requests for information under the Act, Shropshire Council has to comply with a strict timetable and it would therefore expect a timely response to any such consultation within five working days.

10.3 If, at any stage of this tendering process, you provide any information to Shropshire Council in the expectation that it will be held in confidence, then you must make it clear in your documentation as to the information to which you consider a duty of confidentiality applies. The use of blanket protective markings such as “commercial in confidence” will no longer be appropriate and a clear indication as to what material is to be considered confidential and why should be given.

10.4 Shropshire Council will not be able to accept that trivial information or information which by its very nature cannot be regarded as confidential should be subject to any obligation of confidence.

10.5 In certain circumstances where information has not been provided in confidence,

Shropshire Council may still wish to consult with you as to the application of any other exemption such as that relating to disclosure that will prejudice the commercial interests of any party. However the decision as to what information will be disclosed will be reserved to Shropshire Council.

For guidance on this issue see: <http://www.ico.gov.uk>

11.0 Disqualification

11.1 The Council reserves the right to reject or disqualify a Tenderer's Tender submission where:

11.1.1 The tenderer fails to comply fully with the requirements of this Invitation to Tender or is in breach of clause 15 of the Council's General Terms and Conditions relating to Bribery and Corruption or is guilty of a serious or intentional or reckless misrepresentation in supplying any information required; or

11.1.2 The tenderer is guilty of serious or intentional or reckless misrepresentation in relation to its tender return and/or the procurement process.

11.1.3 The tenderer directly or indirectly canvasses any member, official or agent of the Council concerning the award of the contract or who directly or indirectly obtains or attempts to obtain information from any such person concerning any other Tender or proposed Tender for the services. The Canvassing Certificate must be completed and returned as instructed.

11.1.4 The Tenderer :

- a) Fixes or adjusts the amount of his Tender by or in accordance with any agreement or arrangements with any other person; or
- b) Communicates to any person other than the Council the amount or approximate amount of his proposed Tender (except where such disclosure is made in confidence in order to obtain quotations necessary for preparation of the Tender for insurance purposes); or
- c) Enters into an agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any Tender to be submitted; or
- d) Offers or agrees to pay or give or does pay or gives any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any Tender or proposed Tender for the services any act or omission.

11.2 Any disqualification will be without prejudice to any other civil remedies available to the Council and without prejudice to any criminal liability which such conduct by a Tenderer may attract. The Non-Collusive Tendering Certificate must be completed and returned as instructed.

11.3 The Council reserves the right to disqualify an Applicant from further participating in this procurement process where there is a change in the control or financial stability of the Tenderer at any point in the process up to award of a contract and

such change of control or financial stability has a materially adverse effect on the Tenderer's financial viability or ability to otherwise meet the requirements of the procurement process.

- 11.4** This tender is not a purchase order or an offer to contract and does not constitute an offer capable of acceptance. This tender does not commit Shropshire Council or any official of it to any specific course of action. The issue of this tender does not bind the Council or any official of it to accept any proposal, in whole, or in part, whether it includes the lowest priced proposal, nor does it bind any officials of the Council to provide any explanation or reason for its decision to accept or reject any proposal. Moreover, while it is the intention of Shropshire Council to enter contract negotiations with the selected tenderer, the fact that the Council has given acceptance to a specific tenderer does not bind it or any official of it in any manner to the tenderer. Acceptance of a proposal neither commits Shropshire Council to award a contract to any tenderer, even if all requirements stated in this tender are satisfied, nor does it limit Shropshire Council's right to negotiate in their best interest. Shropshire Council reserves the right to contract with a bidder for reasons other than the lowest price. Contract award will be post the tender process and may be awarded without discussions or negotiations.

12.0 E-Procurement

As part of its procurement strategy Shropshire Council is committed to the use of technology that can improve the efficiency of procurement. Successful Tenderers may be required to send or receive documents electronically. This may include purchase orders, acknowledgements, invoices, payment advices, or other procurement documentation. These will normally be in the Council's standard formats, but may be varied under some circumstances so as not to disadvantage small and medium suppliers.

13.0 Award of Contract

13.1 Award Criteria

The Award Criteria has been set out within the Tender Response Document accompanying this invitation to tender. The Council is not bound to accept the lowest or any Tender.

13.2 Award Notice

The Council will publish the name and addresses of the successful Tenderers in the Official Journal of the European Union (OJEU) where appropriate. The Contracting Authority reserves the right to pass all information regarding the outcome of the Tendering process to the Office of Fair Trading to assist in the discharge of its duties. Additionally, the Council will adhere to the requirements of the Freedom of Information Act 2000 and Tenderers should note this statutory obligation.

13.3 Transparency of Expenditure

Further to its obligations regarding transparency of expenditure, the Council may also be required to publish information regarding tenders, contracts and expenditure to the general public, which could include the text of any such documentation, except for any information which is exempt from disclosure in

accordance with the provisions of the Freedom of Information Act to be determined at the absolute discretion of the Council.

14.0 Value of Contract

Shropshire Council cannot give any guarantee in relation to the value of this contract.

15.0 Acceptance

15.1 Tenders must be submitted strictly in accordance with the terms of the Council's Invitation to Tender documentation and acceptance of the tender shall be conditional on compliance with this Tender Condition.

15.2 The Tender documentation including, the General and Special Terms and Conditions of Contract, the Tender Response document, these Instructions to Tender, together with the formal written acceptance by the Council will form a binding agreement between the Contractor and the Council.

15.6 The Tenderer shall be prepared to commence the provision of the supply and services on the start date of the contract being 9th June 2020.

16.0 Payment Terms

Tenderers should particularly note that the principles governing public procurement require that, as far as is reasonably possible, payments for Goods, Works or Services are made after the provision. Therefore any indication of a pricing strategy within a Tender which provides for substantial payments at the outset of the Contract will be examined carefully to decide whether or not a Tender in such form can be accepted. If in the opinion of the Council such substantial payments appear excessive in relation to the requirements of the Contract the Council reserves, without prejudice to any other right to reject any Tender it may have, the right to require the Tenderer to spread such proportion of the costs as are considered excessive over the duration of the Contract.

17.0 Liability of Council

17.1 The Council does not bind himself to accept the lowest or any tender.

17.2 The Council does not accept any responsibility for any pre-tender representations made by or on its behalf or for any other assumptions that Tenderers may have drawn or will draw from any pre-tender discussions.

17.3 The Council shall not be liable to pay for any preparatory work or other work undertaken by the Tenderer for the purposes of, in connection with or incidental to this Invitation to Tender, or submission of its Tender response or any other communication between the Council and any other party as a consequence of the issue of this Invitation to Tender.

17.4 The Council shall not be liable for any costs or expenses incurred by any Tenderer in connection with the preparation of a Tender return for this procurement exercise, its participation in this procurement whether this procurement is completed, abandoned or suspended.

17.5 Whilst the Tender Documents have been prepared in good faith, they do not purport to be comprehensive nor to have been formally verified. Neither the Council nor any of its staff, agents, elected Members, or advisers accepts any liability or responsibility for the adequacy, accuracy or completeness of any information given, nor do they make any representation or given any warranty, express or implied, with respect to the Tender Documents or any matter on which either of these is based (including, without limitation, any financial details contained within the Specification and Contract Documentation). Any liability is hereby expressly disclaimed save in the event of fraud, or in the event of specific warranties provided within the Contract Documentation.

18.0 The Contractor agrees that where requested in writing during the term of any Agreement for the supply Goods Works or Services it will ensure that an appropriately authorised representative of the Contractor shall attend a Committee meeting of the Council upon being invited to do so by the Council

19.0 **Declaration**

We, as acknowledged by the signature of our authorised representative, accept these Instructions to Tender as creating a contract between ourselves and the Council. We hereby acknowledge that any departure from the Instructions to Tender may cause financial loss to the Council.

Provision of consultancy services to prepare an investable concept masterplan for Oswestry, with an accompanying Movement and Access Strategy

Summary of services required

The Future Oswestry group wish to develop a collective vision for the town that can be tested through engagement with the public and stakeholders. The Council wish to appoint a multidisciplinary team to help refresh and further develop the vision and framework, map the physical connections and relationships between key assets, areas and future movement modes and routes, and produce an investable concept masterplan for the evolution of the town.

Purpose of the study:

- Develop an investable concept masterplan for the evolution of the town.
- Support the Future Oswestry group by further developing the overall vision for the evolution of Oswestry, through the development of recommendations including the re-purposing of empty buildings (retail, office, housing, leisure, community etc.), and the treatment of the public realm.
- Support the Future Oswestry group with evidence to enable better informed investment decisions, prioritisation and targeting of resources.
- Advise on an appropriate approach to transport, traffic and car parking management.
- Develop a movement and access strategy.
- Prepare an action plan with key delivery and implementation timelines, identifying short, medium and longer-term priorities and the key projects that provide deliverable solutions and interventions.
- Test the vision through engagement with key stakeholders.

Role of the Future Oswestry Group

Future Oswestry is a partnership between Oswestry Town Council, Shropshire Council and Oswestry Business Improvement District (BID) working collectively to help create and support a thriving town.

The aims of the group are to:

- Support joint working of the partner organisations around a shared purpose to develop the long-term vision for the evolution of Oswestry.
- Co-ordinate identified improvements and projects.
- Support the development and delivery of funding applications.

Work-to-date includes the ongoing review of empty properties to consider potential for reuse and re-purposing i.e. office, housing etc. and support for the development of the High Street Heritage Action Zone submission to Historic England.

The development of the Future Oswestry group ensures a coherent partnership approach, meaning that funding available from the partners can be brought together collectively to maximise impact to deliver significant benefits. The partnership recognises that there is a need to build on and co-ordinate existing commitments and proposals to maximise the individual contributions and resources to respond to opportunities for the town centre. This strong partnership also minimises the risk of non-delivery and maintains clear and transparent working between all parties.

The partnership worked together initially on an expression of interest to the High Street Fund, and more recently on the successful submission for the Oswestry High Street Heritage Action Zone (HSHAZ). The partners are exploring opportunities for the development of a strategic investment mechanism and a transformational flagship project as part of the HSHAZ to support collaboration and a managed approach to town centre regeneration. Flagship project options have been identified through ongoing discussions and a continual review of empty properties to consider potential for reuse and re-purposing. Further work is required to develop and shape these ideas through an options appraisal study to explore and test different delivery models and target intervention opportunities. Options will consider acquisition and leasing arrangements, re-purposing of empty buildings through discussions on potential end users and treatment to the public realm, leading to the selection of a preferred option and delivery model.

The Future Oswestry group wish to develop a collective vision for the town that can be tested through engagement with the public and stakeholder, which builds on body of work undertaken to date such as the Oswestry 2020 Town Plan, and the work of the partners.

Details including a summary background to Oswestry and key plans and strategies are outlined in Appendices 1 and 2.

Requirements of the Masterplan study

The Future Oswestry group, a partnership between Oswestry Town Council, Shropshire Council and Oswestry Business Improvement District (BID), wishes to appoint a commercially-led multidisciplinary team to ratify and develop the vision and ambitions identified through work undertaken to date. Through extensive engagement with the Future Oswestry group, key stakeholders and community groups, the collaborative programme will develop a concept investable masterplan which will re-define the vision for the evolution of Oswestry

The outcome will be a concept masterplan for defined target intervention opportunities in Oswestry to support the development and growth of Oswestry, and to support the Oswestry High Street Heritage Action Zone programme.

The masterplan will be a framework for sustainable development and should consider commercial analysis and assessment of the market to identify a deliverable action plan with suitable, feasible and acceptable options appraisals which may be tested for commercial viability, phasing and timing. The masterplan evidence base must inform effective place management, create better informed investment decisions, allow for option prioritisation and targeting of resources.

The masterplanning process will need to allow for engagement and involvement and ongoing discussions with the Future Oswestry partners, key stakeholders and community/public groups. Review meetings and workshop events will be the mechanism for presenting findings, consider constraints/risks, review opportunities, assess impacts, identify potential funding streams all of which will support the options appraisal process, the prioritisation, phasing and timing of the preferred delivery model. However, the Council would ask that the approach to engagement and consultation may be adapted and delivered in a suitable way given the ongoing Cov-19 situation regarding social distancing and self-isolation.

The study will also support the development of a Movement and Access Strategy demonstrating interconnectivity across Oswestry as well as other opportunities to improve sustainable movement around the whole town. The study should consider sustainable transport and connectivity including improved pedestrian and cycle access and options to integrate improved public transport interchange facilities into the wider regeneration of the

town and hinterland. This study will feed into the proposed Traffic Regulations Review work and be supported by the current pre-feasibility work on the Sustainable Transport Study looking at options to connect the town centre with the Railway Station at Gobowen and the Robert Jones & Agnes Hunt Orthopaedic Hospital.

The Movement and Access Strategy is a key piece of this commission and we expect to see a specialist in this area as part of the successful consultant team. It will need to be incorporated into the masterplan and map the connections and identify opportunities to integrate potential movement modes and routes, and public spaces. It also needs to be transferable to allow incorporation into the next Local Transport Plan for Shropshire (LTP4) and be used to inform Highways & Transport departments and organisations active in the county and could be used as the basis of a Supplementary Planning Document (SPD).

Outcomes of the Masterplan study

The outcomes will be a concept masterplan for defined target intervention opportunities in Oswestry to support the evolution of Oswestry, and to support the Oswestry High Street Heritage Action Zone Programme.

The work undertaken as part of this study will enable the Future Oswestry partners to identify opportunities and investment decisions.

The work will inform proposals to maximise the existing assets of the town to provide an enhanced offer to visitors, residents and businesses and to look at how a vibrant place, where people want to be, can be created.

The study and recommendations will be used by the Future Oswestry group partners for a range of activities including:

- inform the review work being undertaken on Traffic Regulation Orders,
- explore opportunities for land assembly,
- support improvements to the public realm,
- support the delivery of the High Street Heritage Action Zone programme, and
- support the climate emergency agenda.

Key Deliverables of the Masterplan study

- Initial inception meeting with Future Oswestry partners
- Desktop survey report
- Concept Masterplanning outputs
 - Design guide
 - Sketch schemes / illustrations
 - Supporting photography
 - Computer generated imagery / visualisation
 - 3D modelling and visualisation (where possible digital modelling outputs)
 - Constraints map
 - Commercial market report
 - SWOT analysis (Strengths, Weaknesses, Opportunities and Threats)
 - Short, medium and long term investment phasing recommendations
 - Options appraisal/assessment for feasibility, suitability and acceptability.
 - Delivery model with action plan, key priorities, timeline, interdependencies/risks and critical path
- Movement and Access Strategy
 - Transport modelling outputs as evidence base

- Options appraisal/assessment for feasibility, suitability and acceptability.
- Implementation plan – showing short, medium, and long-term options
- Key recommendations, priorities, timeline, interdependencies/risks and critical path
- Programme Plan and Project Timeline
 - Review meetings with Future Oswestry partners built into the programme plan
 - Workshop events with wider stakeholders, the format and number of events to be suggested and built into the programme by the successful contractor (please provide examples of approaches that could be adapted due to ongoing Cov-19 situation)
 - Public consultation event for community involvement, the format and number of events to be suggested and built into the programme by the successful contractor (please provide examples of approaches that could be adapted due to ongoing Cov-19 situation)
 - Regular updates on progress to Future Oswestry Group
- Format of final plans
- Final Conclusions and Recommendations with supporting case studies as appropriate
- Testing of vision with Future Oswestry partners and stakeholders

All imagery to be made available to the Future Oswestry Group for future use.

Masterplanning Officer Group

The team consists of:

Name	Position
Hayley Owen	Growth and Strategy Manager, Shropshire Council
Joe Bubb	Senior Project Officer, Shropshire Council
Sarah Jones	Senior Project Officer, Shropshire Council
Arren Roberts	Town Clerk, Oswestry Town Council
Adele Nightingale,	Bid Manager, Oswestry BID

Timescales

Indicative timetable:

Action	Initial Deadline	Revised Date
Publication on the e-tendering portal	26 th March 2020	16th April 2020
Reponses to this tender brief	23 rd April 2020	14th May 2020
Shortlisting	30 th April 2020	21st May 2020
Interviews and selection	13 th May 2020	4th June 2020
Appointment of consultants	18 th May 2020	9th June 2020
Inception meeting	1 st June 2020	24th June 2020
Desktop research completed	June 2020	July 2020

Initial workshop with Stakeholders	June 2020	July 2020
Initial recommendations from workshop shared with Future Oswestry Group	July 2020	August 2020
Recommendations report and design guide	July 2020	August 2020
Presentation of draft plans and recommendations to stakeholders	August 2020	September 2020
Finalisation of Masterplan Delivery Model and Action Plan	31 st August 2020	October 2020

Submission Requirements and Evaluation Methodology

Submission Requirements

In response to this brief, tenderers are required to provide:

- Details of concept master plan and movement strategy and how you propose to comply with the project brief within the defined timescale.
- Indicative work programme.
- A fixed price quotation including number of days for each named personnel and hourly rates.
- Examples of similar commissions.
- CVs and relevant experience of named personnel and their proposed role in the project.
- Details of professional liability insurance.
- Contact details of two referees.

This work could be undertaken by a lead consultant, subcontracting key elements such as the movement and access strategy or online visualisation of the masterplan.

The deadline for returning tenders is noon on 14th May 2020 any tenders received after this time will not be accepted

Tenders are to be submitted through Delta, our electronic tender portal

Evaluation Methodology

Scoring and weighting of the submissions received will be undertaken by representatives of Shropshire Council and the Future Oswestry Group, supported by the Masterplan Officers Group. Selected consultants will then be invited to an interview.

Scoring and selecting a consultant

The submissions received will be scored and weighted on the following basis:

- Quality - Approach including skills and experience and track record 60%
- Price 40%

Submission Approach

The submission including initial desk top research, approach to delivery of the study and consultation, will be scored and weighted as set out in the Tender Response Document.

Budget and Payment Terms

The budget for this commission is up to £50,000 exclusive of VAT, to include expenses.

- *Concept masterplan - up to £30,000 excl VAT* exclusive of VAT, to include expenses.
- *Movement and Access Strategy – up to £20,000* exclusive of VAT, to include expenses
- *Engagement, Promotion and Presentation costs to be included within the overall costs*

This commission will be part funded by One Public Estate Funding. Confirmation of acknowledgements required in the Masterplan will be confirmed with the successful consultant at the inception meeting.

Payment arrangements

Payment will be made within 30 days on receipt of invoice, with 5% on completion of desk top research, 45% on draft Masterplan and Movement Strategy and the remaining 50% on final Masterplan and Movement Strategy, completion of contract and agreement to completion by all parties.

Appendix 1 Background

Oswestry is an ancient market town strategically located in North Shropshire close to the English/Welsh border, with a high-quality historic environment background and a substantial number of heritage assets that provide a special sense of place and interest. Its strategic position as a 'frontier town' has given it a turbulent and interesting history, originating back to 1190.

The entire town centre has been designated a Conservation Area, containing a wealth of listed building, heritage assets which have the potential to attract a wide range of visitors. Oswestry's variety of industrial heritage and community attractions and assets, including Cambrian Heritage Railway, Oswestry Castle Mound, Montgomery Canal, and Llanymynech Heritage Site, facilitate a unique and special combination. The town recognises that its cultural and heritage offer has a significant role to play in re-energising the streets and providing new purpose to properties, as well as in renovating key assets and building frontages.

The high street/town centre area includes Cross Street, Church Street, Leg Street, Beatrice Street and Willow Street, are all linked by a currently undervalued network of passageways and public spaces that reflect the town's history.

Oswestry has a significant number of long-term larger vacant town centre properties in a poor state of repair. High Street multiples (such as Dorothy Perkins, Bewise) have vacated larger premises, the size of which prohibits their re-let due to their floor-space, rental cost and business rating. Any further vacancies of larger premises within strategic sites would have a significant impact on the feel of the high street. The areas of inactive frontage, empty shops and unsympathetic public realm design discourage pedestrian flow through these spaces, which impacts those businesses bookending these, perceived to be derelict, areas. Despite the huge potential available to this heritage town, the high street is struggling with a number of strategic empty properties and unsympathetic frontages that distract from the overall feel of this unique town, rich in history and character.

Oswestry's town centre is underperforming after many years of neglect and lack of investment. Oswestry is the second largest employment centre in Shropshire attracting employees from both within the town as well as the wider Shropshire population and beyond. The three largest employment sectors in Oswestry are retail, education and manufacturing accounting for 41% of employment within the town. Other sectors that make up the profile of Oswestry include accommodation, food services, health, wholesale, arts, entertainment and recreation, transport and storage, professional and business services and scientific and technical.

Oswestry supports a pre-dominantly low wage economy, with above average numbers employed in routine, low skilled and low paid jobs and lower numbers employed in high value sectors. There has been an overall decline in job numbers within Oswestry contrasting with the rise of jobs in Shropshire by 2.9% over the same period. This demonstrates that economic growth has been slower in Oswestry and that an over-dependence on retail as a sector means that shrinking employment in this sector will impact the economy of the town. Oswestry has a lower than average for Shropshire household income with house prices being lower in Oswestry than the rest of Shropshire.

The population of the Oswestry area is forecast to rise from 18,700 in 2011 to 23,200 in 2026, however Oswestry has a low housing build out rate compared to the County average over the last plan period and is in the bottom three towns in Shropshire in terms of meeting its contributions to allocations in the [Site Allocations and Management Development Plan \(SAMDev\)](#).

The town has only delivered 925 dwellings at 31st March 2018. In particular, progress on the delivery of the allocated SUE and other major housing and employment allocations to the east of the town has been slow. Because of lower land values and associated issues with viability there has been a greater number of affordable housing completions (96 in 2017-18 period), on sites allocated for open market housing as Housing Associations have had grant funding available. Whilst this has social benefits, this emphasises the challenge of achieving a choice of housing types in the town and of supporting balanced housing growth.

This lower household income, coupled with a slow build out of housing, has led to significant stall in the economic growth of the town and its ability to attract people to move to the town to live and work. The potential, in addition, for homes within the repurposed empty town centre buildings will provide incentive and have a positive impact on the economic growth of the town and catchment area. The [Oswestry Market Town Profile](#) provides a detailed profile of the town with key statistics.

Revitalising the town centre has significant potential to increase self-containment and reduce commuting rates. There are fewer jobs in Oswestry than there are resident workers and net commuting across the Oswestry Place Plan border equates to 7,094 people living in Oswestry but working elsewhere. Addressing this could help Oswestry's existing and fledgling businesses grow, resulting in encouraging the evening economy to diversify and support the existing community to access facilities.

Due to the changing use and nature of the consumer's use of a high street, there is a need to reverse the deterioration and decline by repurposing the high street environment with key strategic buildings being converted to a mixture of retail, restaurant or hub usage with residential units above along with community multi-purpose venues.

There is a challenge to ensure that a proportion of the diverse and extensive catchment's spend happens in Oswestry and is not lost to other neighbouring towns in Wales or beyond. Competing against Chester and Shrewsbury there is a real need to ensure the cultural and community spaces are working harder to attract and retain local spend. There is a need for diversified day time and evening food and drink offer, together with an enhanced cultural offer.

Oswestry has a lower than average for Shropshire household income of £28,068 (£30,053 in Shropshire) with several wards appearing in the lowest deprivation super outputs. House prices are lower in the Oswestry £147,500, whilst £197,998 in Shropshire. This lower household income, coupled with a slow build out of housing, has led to significant stall in the economic growth of the town and its ability to attract people to move to Oswestry to live and work. The decline in job numbers within Oswestry contrasts with the rise of jobs in Shropshire by 2.9% over the same period. This demonstrates that, increased investment and confidence in the town would re-generate Oswestry town centre and the wider economy – as seen in the more viable areas within the County.

Appendix 2 Integration with other relevant strategies and plans

Local Plan

The Local Plan identifies that Oswestry will continue to act as a Principal Centre and contribute towards the strategic growth objectives in the North-West of the County and to explore ways in which it can effectively fulfil its role as the largest principal centre. Development will balance the need for additional housing and employment accommodating

around 1,800 dwellings and around 19 hectares of employment development between 2016 and 2036.

Much of the potential for larger scale infill development in the town has already been captured through the SAMDev Plan. Additional development opportunities adjacent to the existing Development Boundary for Oswestry are now extremely restricted by the presence of physical, heritage and environmental constraints such as the setting of the Old Oswestry Hillfort; sensitive landscapes to the north and west; the Oswestry bypass to the east; and flood risk and accessibility issues to the south.

Whilst a modest amount of additional growth can still be delivered in Oswestry itself, in these circumstances, Shropshire Council proposes to deliver the majority of the new housing required by responding positively to the principles outlined by the Oswestry Civic Society in its proposed Oswestry 2050 approach by reinforcing the existing urban fabric of the former Park Hall Camp to deliver a new community as a mixed use 'garden settlement' Capitalise on the existing availability of extensive formal and informal leisure and recreational facilities.

Local Economic Growth Strategy

In addition to the policies contained within its Local Plan, Shropshire Council's work on economic growth and regeneration is guided by its [Economic Growth Strategy 2017 – 2021](#). This sets a vision which recognises that the quality of the county's historic environment represents one of its key assets which can be harnessed to attract inward investment. It also identifies the growth potential Oswestry has as the second largest historic market town in the county, as well as the need to ensure economic growth is sustainable and conserves the significance of the historic environment.

To support the Economic Growth Strategy, the Council is currently preparing a Local Economic Growth Strategy for the main market towns including Oswestry. These recognise the need to balance growth against the need to sustain the historic town centres and to regenerate the latter using the potential of their historic environments. The Oswestry Local Economic Growth Strategy has been prepared in conjunction with a range of stakeholders including Oswestry Town Council, surrounding parish councils and local businesses. The intention is that the strategy is not just confined to the town itself but also takes in the wider hinterland.

Oswestry Place Plan

Shropshire Council has prepared a series of [Place Plans](#) which focus on local infrastructure needs in communities across the county based on 18 distinct place plan areas. The [Oswestry Place Plan 2019 -2020](#), which was prepared before the announcement of the HSHAZ funding, recognises the need to enhance the public realm and shop frontages within the town centre, and identifies Oswestry Town Council and Oswestry BID as key partners working through the Future Oswestry Group.

Oswestry Place Plan identifies and prioritises infrastructure needs within the local area and identifies partners and funding sources to support delivery of those infrastructure needs. The Plan is an intrinsic part of helping the Council to achieve growth within the local economy, through the provision of public services and use of public assets. This is a mixture of pipeline and aspirational projects, which recognises that a successful application will gain support to develop and hone proposals and projects.

Oswestry 2020 / Oswestry Public Realm Strategy

The [Oswestry 2020](#) plan identifies that the overall quality of the public realm, within the heart of the town centre, is deteriorating and needs investment to refresh and reinforce Oswestry's 'Border Town' identity. Oswestry's Public Realm Strategy was commissioned jointly by Shropshire Council and Oswestry Town Council to develop a coherent strategic approach to how the streets in the town centre should operate in terms of movement and place. The strategy continues to further build on the Oswestry 2020 plan by planning positively for Oswestry's future. The document has also led to further discussions, as part of the Local Plan review, regarding the Oswestry Civic Society's proposals for its Oswestry 2050 approach. The town has worked incredibly hard to build a vision that has united partners to co-operate on the delivery of this vision.

Building on the work of the Townscape and Transport Group, the proposals have been developed outlining the measures needed to be in place to create a town centre more well adapted to current commercial circumstances. The main objective is economic development, and the plan lays out coherent objectives, priorities and design standards to improve the quality of the town centre's physical environment, with the goal of attracting visitors. It is a framework for action and a town design statement and sets consistent town-wide objectives both for organisations with specific development projects, and for those carrying out routine renovation and maintenance projects. It identifies potential projects, partners and funding, with costings that will trigger a dynamic cycle of economic growth.

The Oswestry Public Realm Strategy notes a distinct need to refresh and reinforce Oswestry's Border Town identity. This will create a place that is true to its own roots, which embraces its distinctive heritage assets and can be embodied within an enhanced public realm.

Oswestry Business Improvement District (BID) Business Plan

Oswestry Business Improvement District was established March 2018 and based on extensive consultation with local businesses set a vision for Oswestry, to be recognised regionally and internationally as a great place to work, shop and relax whilst also being a high performing centre for business growth and a national destination of choice for investment. The BID's objectives ([Oswestry BID Proposal and Business Plan 2018 - 2023](#)) align with the proposals put forward by the partners including the development and promotion of Oswestry to prospective visitors and business investors, actively supporting the growth and development of existing local businesses, building upon Oswestry's multi-faceted heritage and cultural assets, and facilitating safe, functional and efficient access and navigation for visitors, workers, residents and businesses.

The combination of town's Oswestry 2020 plan, the Public Realm Strategy and the BID's Proposal and Business Plan 2018 – 2023) outlines the town's overarching joint strategic vision and direction to combat the significant challenges this rural town meets and its aspiration to carve out a transformational role around experience, building on key opportunities around characteristics, strengths, culture and heritage.

Community and Rural Strategy

The development of the Community and Rural Strategy has taken place over the past 9 months. The opportunity to develop the strategy came from the recognition that a holistic view of the needs of Shropshire communities would provide a solid starting point to help promote sustainability and resilience, and to ensure that value and the challenges and benefits of living in rural areas.

The strategy has two elements. The first is based around developing evidence based shared priorities for Shropshire as a whole, that are also relevant and recognisable to local communities. The second looks at how these can be implemented across the County and providing the framework for their delivery at a Shropshire Council area level and through action and delivery within and by local areas.

Local context: Strategic links in Shropshire are around the Council's Corporate Plan, recent Climate Change Strategy approved in December 2019, the Economic Growth Strategy, and developing work around a Housing Strategy, a Cultural Strategy and the Shropshire Telford and Wrekin Long Term Plan. The current Local Plan Partial Review forms a backbone in planning policy and infrastructure terms, together with recently updated Place Plans for our market towns.

In order to develop an evidence led strategy there has been a significant period of identifying, collating and analysing a wide range of information covering social, environmental, and economic factors at both local and county wide geographies.

The key messages and insights arising from this work have been shared in forums where the data and the local knowledge have helped to inform the intelligence and shape the draft shared priorities.

- Workshop session with the Town and Parish Council's and the Voluntary Community and Social Enterprise sector
- Workshop for Members and senior managers
- Presentation and discussion with the Shropshire Business Board
- Discussions with the Shropshire Association of Local Councils (SALC) working group

The emerging shared priorities for the Community and Rural Strategy do not stand in isolation and in many cases are dependent on each other to be realised.

The development of the shared priorities and the wider strategy has taken place alongside the development of options for local governance arrangements for place plan areas.

These proposals need to be subject to further engagement and consultation with Town and Parish Councils and other partners to ensure that they enable collaboration and the effective and collective delivery of the shared priorities locally.

Oswestry High Street Heritage Action Zone (HSHAZ)

The programme submission for the Oswestry High Street Heritage Action Zone is currently under appraisal by Historic England. The proposed HSHAZ programme brings together locally delivered and commissioned activities through the Community Engagement Programme and Cultural Programme, aligned with the proposed Physical Interventions.

The Future Oswestry group will act as the axis to support the development and delivery of the programme, and to ensure that the HSHAZ objectives are delivered and complemented by the wider proposals being led by the Future Oswestry partners.

The physical intervention strand of the HSHAZ scheme will be delivered through:

- Shop front enhancement scheme, offering grants to restore historic shop fronts

- Re-purposing targeted empty properties to facilitate the revitalisation of the town centre, options will include housing options
- Flagship projects, assessed through feasibility work it is anticipated that two flagship projects will be considered, including the creation of a business pop-up and incubator support unit
- Public realm improvements identified by the Heritage Stakeholders Group (based on the Public Realm Strategy), that will act as the catalyst or the enabler for other public realm projects.

WSP Draft Oswestry Transit Corridor Study

A high-level feasibility study considered the potential for transport investment in a transit corridor between Gobowen and Oswestry through the consideration of the local context; local, regional and national policy; and the identification and assessment of options.

Shropshire Council commissioned WSP to identify and assess transit options in terms of suitability, acceptability and feasibility for heavy and light rail; Bus Rapid Transit (BRT) and conventional bus services; active modes including cycling and walking; and future mobility modes operating as Mobility as a Service (MaaS) assumed to be Demand Responsive Transit (DRT).

The draft report suggests that further work would be required to provide more detail to reduce any uncertainty around the critical issues using the disused railway line, namely the grade separate crossing of the A5 for all options using the disused railway line between RJA Hospital and Oswestry. It sets out next step actions in order to address the uncertainties identified i.e. the potential to introduce non-rail options to the disused railway corridor and the necessity and deliverability of the grade separated crossing of the A5. Addressing these will enable informed decisions on delivering schemes on the disused railway line. As part of the process of increasing certainty WSP has outlined a series of steps to increase viability of delivering a scheme and realising the benefits (risks, realism and deliverability factors).

The report also details a phased approach to look at short, medium and long term options given the delivery of a scheme on the disused railway from Gobowen to Oswestry is likely to take a significant number of years. Quick wins where no infrastructure is required is the conventional bus, through restructuring current bus routes and timetables, complimentary services and possible work buses. Longer term there is a potential for a multi-phased delivery approach along the disused rail corridor.

Should further development work be undertaken the study will provide the foundation to the audit trail required for an eventual funding submission, through establishing the scheme objectives, framework for scheme development and identifying next steps.

Arriva Oswestry Night Bus Report

Oswestry Business Improvement District BID met with Arriva Midlands to identify solutions to the difficulty in accessing transport into and out of Oswestry when using the night time economy. Consequently, Oswestry's first night bus was operational over the four weekends throughout December 2019. The trial aimed to:

- Provide an additional transport option for the public. Each journey could potentially carry 71 passengers from the initial boarding stage.

- Deliver a key component of the Get Home Safe Campaign
- Ensure the route planned along wide bus corridors ensuring minimal impact to residents with the extended hours
- Introduce a £2 flat fare to encourage use.
- Provide a professional, quality driven operation – managed and delivered by the local team with regional support. 6 members of staff volunteered to deliver this specific service as our local team recognise the need to trial such an operation.
- Ensure vehicles operate in line with DVSA ensure vehicles operate in line with the PSA standards inspected every 35 days by our own on-site engineering team.

The trial was very positively received and the results indicate that residents and users have an appetite to try alternative transport. Passengers from a range of age groups were carried home safely with no need for vulnerable people to potentially wait outside for long periods or walk home alone. A number of opportunities for improvement were identified should the service operate again.

Oswestry Town Centre Shropshire Retail Survey

<https://www.shropshire.gov.uk/media/14470/oswestry-town-centre-survey.pdf>

Oswestry Business Improvement District (BID) Wayfinding Study

The Wayfinding Study was commissioned by Oswestry BID to deliver a holistic Wayfinding Masterplan that feeds into the wider Oswestry Masterplan and Movement and Access Strategy. The study aims to help develop a creative approach to the Town Wayfinding and the Industrial Estate Wayfinding to ensure they are linked to form a cohesive approach whilst being stand-alone projects. The study aims to extend the work achieved through the ONE Oswestry brand.

Stakeholders including members of the BID team, local business people, tourism, councillors, town clerk and local authority representative were involved in a workshop to capture insight, thoughts and opinions about the strategic direction for future wayfinding in Oswestry. The workshop explored attitudes to wayfinding intention that will influence sign product, map design and treatment of gateways.

The study has identified a series of next steps which includes agreeing wayfinding principals, well defined design direction, an implementation plan and phasing proposals.

Appendix 3 Site Context - Map

- Oswestry Opportunities Map



Tender Response Document

DONV 013 - INDICATIVE MASTERPLAN FOR OSWESTRY TOWN CENTRE INCLUDING MOVEMENT AND ACCESS STRATEGY

Name of TENDERING
ORGANISATION
(please insert)

Please also add your company name to the footer of each page of the returned document

Shropshire Council Tender Response Document

Contract Description/Specification:

The Future Oswestry group wish to develop a collective vision for the town that can be tested through engagement with the public and stakeholders. We wish to appoint a multidisciplinary team to help refresh and further develop the vision and framework, map the physical connections and relationships between key assets, areas and future movement modes and routes, and produce an investable concept masterplan for the evolution of the town.

Purpose of the study:

- Develop an investable concept masterplan for the evolution of the town.
- Support the Future Oswestry group by further developing the overall vision for the evolution of Oswestry, through the development of recommendations including the re-purposing of empty buildings (retail, office, housing, leisure, community etc.), and the treatment of the public realm.
- Support the Future Oswestry group with evidence to enable better informed investment decisions, prioritisation and targeting of resources.
- Advise on an appropriate approach to transport, traffic and car parking management.
- Develop a movement and access strategy.
- Prepare an action plan with key delivery and implementation timelines, identifying short, medium and longer-term priorities and the key projects that provide deliverable solutions and interventions.
- Test the vision through engagement with key stakeholders.

Please see accompanying Indicative Masterplan Movement Strategy Brief Summary for further details of requirements.

The contract will commence on the 9th June 2020 until 31st October 2020.

Instructions for the completion of this document

1. This document must be completed in its entirety with responses being given to all questions. If you are unsure of any section/question and require further clarification, please contact us via our Delta Tenderbox. You are recommended to keep a copy of all tender documents and supporting documents for your own records.
2. Tenderers must also complete and sign the four certificates in Sections A1 to A4. These must be signed;
 - a) Where the tenderer is an individual, by that individual;
 - b) Where the tenderer is a partnership, by two duly authorised partners;
 - c) Where the tenderer is a company, by two directors or by a director and the secretary of the company, such persons being duly authorised for the purpose.
3. All questions require specific responses from you relating to the organisation named in Section B Part 1 Question 1.1 (a). All information supplied must be accurate and up to date. The Council reserves the right to refuse to consider your application if the Tender Response Document is not fully completed or is found to be inaccurate.
4. Where copies of certificates and other details are requested **a copy must** accompany your tender response.

Contents

Section	Description	Page
A1	Form of Tender	7
A2	Non-Canvassing Certificate	8
A3	Non-Collusive Tendering Certificate	9
A4	Declaration of Connection with Officers or Elected Members of the Council	10
You must sign all 4 certificates in sections A1 to A4		
B Part 1	Supplier Information– For information only	11
B Part 2	Grounds for Discretionary Exclusion	12
Section C	Tender and Pricing Schedule	15

Evaluation Criteria

Tenders will be evaluated on the answers provided in this 'Tender Response Document'. The following criteria is made up of 'pass/fail' (selection criteria) questions and 'weighted marked' (award criteria) questions and shows how each section is to be marked.

Selection Criteria Pass/Fail Questions (Section B)

This information will be provided for proof of compliance and will be judged on a pass or fail basis. Applicants must comply with these issues to demonstrate their proven competency, financial stability, resources and other arrangements. Questions marked 'For information only' will not be assessed; however they must still be answered in full.

Section / Question No.	Selection Criteria
Section B Part 1	Supplier Information– For information only
Section B Part 2	Grounds for Discretionary Exclusion

In relation to discretionary exclusion grounds :

Financial viability: Responses will be analysed and evaluated by the Authority's Audit sections and will include checks via an independent agency (currently Equifax).

If the financial analysis of the Applicant (please note financial information provided by consortium members will be evaluated to assess the Applicant consortium as a whole) gives cause for concern as to its ability to deliver the Contract, the Applicant will fail this section.

If the financial analysis of the Applicant does not give any cause for concern as to its ability to deliver the Contract – it shall be deemed to have passed the section.

Please note the Contracting Authority reserves the right to further check the Financial Stability and Capacity of an applicant prior to any award of contract in the manner set out above in order to ensure that they still pass that requirement.

For other Discretionary exclusion grounds: If in the opinion of the Contracting Authority the responses provided casts serious doubt on the Tenderer's ability to perform this contract, they may be excluded.

Award Criteria – Weighted Marked Questions

Tenders will be evaluated on the answers provided in this Tender Response Document and judged against the criteria shown in the table below. The following award criteria is made up to respond primarily to 'Quality' with the response to 'Price' answered within Q2 'response to the brief' and shows how each criteria is to be weighted against each other.

Section / Question No.	Award Criteria	Weighting / Max Marks Available
Price 40% (400 marks)		
Section C / Q 1	Price	400 max marks
Total for price		400 max marks
Quality 60% (600 marks)		
Section C / Q 2.1	Desktop Study - Masterplan Showcase methodology to provide level of detail and accuracy required to map the physical connections and interrelationships between key assets and areas.	2/20 max marks
Section C / Q 2.2	Desktop Study - Movement Showcase methodology to identify key existing movement routes and trends.	1/10 max marks
Section C / Q 2.3	Masterplan Understanding of brief and outcomes. Previous	29/290 max marks

	experience of delivering successful concept masterplans/spatial visions	
Section C / Q 2.4	Movement and Access Strategy Understanding of brief and outcomes. Experience of delivering successful high-quality movement and access strategies.	19/190 max marks
Section C / Q 2.5	Action Plan detailing methodology to determine the short, medium, and long-term deliverables for Oswestry	3/30 max marks
Section C / Q 2.6	Engagement and Promotion recommendations and proven mechanisms for effective engagement and promotion.	3/30 max marks
Section C / Q 2.7	Programme Plan detailing project plan and timeline for all project task elements.	3/30 max marks
Section C / Q 2.8	Provision of referees	For Information Only
Section C / Q 2.9	Provision of CVs	For Information Only
Total for quality		60 / 600 max marks

Quality Questions/ Scoring Scheme

Questions within the section shown above will be scored using the following scoring scheme:

Assessment	Mark	Interpretation
Excellent	10	<i>Exceeds the requirement. Exceptional demonstration by the Tenderer of how they will meet this requirement by their allocation of skills and understanding, resources and quality measures. Response identifies factors that demonstrate added value, with evidence to support the response.</i>
	9	
Good	8	<i>Satisfies the requirement with minor additional benefits Above average demonstration by the Tenderer of how they will meet this requirement by their allocation of skills and understanding, resources and quality measures. Response identifies factors that demonstrate added value, with evidence to support the response.</i>
	7	
Acceptable	6	<i>Satisfies the requirement. Demonstration by the Tenderer of how they will meet this requirement by their allocation of skills and understanding, resources and quality measures, with evidence to support the response.</i>
	5	

Minor Reservations	4	<i>Satisfies the requirement with minor reservations Some minor reservations regarding how the Tenderer will meet this requirement by their allocation of skills and understanding, resources and quality measures, with limited evidence to support the response.</i>
	3	
Serious Reservations	2	<i>Satisfies the requirement with major reservations. Considerable reservations regarding how the Tenderer will meet this requirement by their allocation of skills and understanding, resources and quality measures, with little or no evidence to support the response.</i>
	1	
Unacceptable	0	<i>Does not meet the requirement Does not comply and/or insufficient information provided to demonstrate how the Tenderer will meet this requirement by their allocation of skills and understanding, resources and quality measures, with little or no evidence to support the response.</i>

The use of odd numbers indicates an answer's allocated mark lies between definitions.

The tender receiving the highest initial mark for Quality Criteria overall will receive the full 600 marks available for Quality. Other tenders will receive a final mark that reflects the final % difference in the initial marks between those tenders and the tender receiving the highest initial mark for Quality overall.

Price Evaluation and scoring

The most competitively priced tender will receive the maximum mark for price being **400**. **Less competitive tenders** will receive a % of the maximum mark that represents the difference in cost between that tender and the most competitively priced tender.

Section A:

1. Form of Tender

Form of Tender

Shropshire Council

Tender for Indicative Masterplan for Oswestry Town Centre including Movement and Access Strategy.

We confirm that this, our tender, represents an offer to Shropshire Council that if accepted in whole, or in part, will create a binding contract for the Indicative Masterplan for Oswestry Town Centre including Movement and Access Strategy at the prices and terms agreed and subject to the terms of the invitation to tender documentation and the Terms and Conditions, copies of which we have received.

Section A:
2. Non – Canvassing Certificate

Non-Canvassing Certificate

To: Shropshire Council (hereinafter called “the Council”)

I/We hereby certify that I/We have not canvassed or solicited any member officer or employee of the Council in connection with the award of this Tender of any other Tender or proposed Tender for the Services and that no person employed by me/us or acting on my/our behalf has done any such act.

I/We further hereby undertake that I/We will not in the future canvass or solicit any member officer or employee of the Council in connection with the award of this Tender or any other Tender or proposed Tender for the Services and that no person employed by me/us or acting on my/our behalf will do any such act.

To: Shropshire Council (hereinafter called “the Council”)

The essence of selective tendering is that the Council shall receive bona fide competitive Tenders from all persons tendering. In recognition of this principle:

I/We certify that this is a bona fide Tender, intended to be competitive and that I/We have not fixed or adjusted the amount of the Tender or the rates and prices quoted by or under or in accordance with any agreement or arrangement with any other person.

I/We also certify that I/We have not done and undertake that I/We will not do at any time any of the following acts:-

- (a) communicating to a person other than the Council the amount or approximate amount of my/our proposed Tender (other than in confidence in order to obtain quotations necessary for the preparation of the Tender for insurance); or
- (b) entering into any agreement or arrangement with any other person that he shall refrain from Tendering or as to the amount of any Tender to be submitted; or
- (c) offering or agreeing to pay or give or paying any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other Tender or proposed Tender for the Services any act or omission

4. Declaration of Connection with Officers or Elected Members of the Council

Are you or any of your staff who will be affected by this invitation to tender related or connected in any way with any Shropshire Council Elected Councillor or Employee?

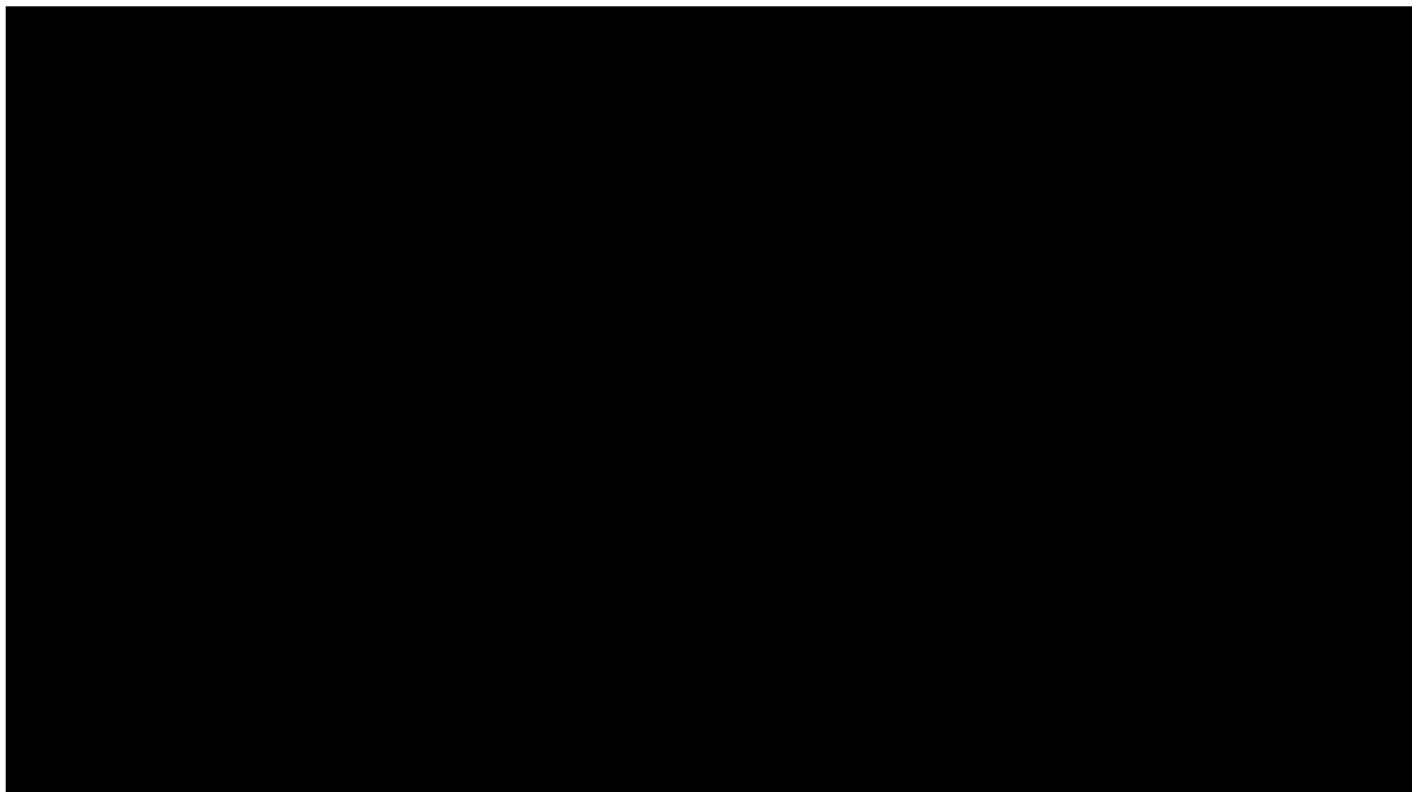
~~Yes~~ / No

If yes, please give details:

Name	Relationship

Please note:

This information is collected to enable the Council to ensure that tenders are assessed without favouritism. Whether or not you have a connection with elected members or employees will have no bearing on the success of your tender, but your tender will not be considered unless



Part 1: Potential supplier Information

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Section 1	Potential supplier information	
Question number	Question	Response
1.1(a)	Full name of the potential supplier submitting the information	
1.1(b) – (i)	Registered office address (if applicable)	
1.1(b) – (ii)	Registered website address (if applicable)	
1.1(c)	Trading status a) public limited company b) limited company c) limited liability partnership d) other partnership e) sole trader f) third sector g) other (please specify your trading status)	
1.1(d)	Date of registration in country of origin	
1.1(e)	Company registration number (if applicable)	
1.1(f)	Charity registration number (if applicable)	
1.1(g)	Head office DUNS number (if applicable)	
1.1(h)	Registered VAT number	
1.1(i)	Are you a Small, Medium or Micro Enterprise (SME)2?	

Contact details and declaration

I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.

I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.

I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.

I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

I am aware of the consequences of serious misrepresentation.

Section 1	Contact details and declaration	
Question Number	Question	Response
1.3(a)	Contact name	
1.3(b)	Name of organisation	
1.3(c)	Role in organisation	
1.3(d)	Phone number	
1.3(e)	E-mail address	
1.3(f)	Postal address	
1.3(g)	Signature (electronic is acceptable)	
1.3(h)	Date	

Part 2: Exclusion Grounds

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Section 2	Grounds for discretionary exclusion	
Question number	Question	Response
2.1	Do you have any conflicts of interest which should be considered in relation to other current or future work being undertaken by the tenderer or their team.	
2.2	If you have answered yes to question 2.1 please provide an explanation	

	Economic and Financial Standing	
Question number	Question	Response
3.1	Are you able to provide a copy of your audited accounts for the last two years, if requested? If no, can you provide one of the following: answer with Y/N in the relevant box.	
	(a) A statement of the turnover, Profit and Loss Account/Income Statement, Balance Sheet/Statement of Financial Position and Statement of Cash Flow for the most recent year of trading for this organisation.	
	(b) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit	

	position.	
	(c) Alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).	
3.2	Where we have specified a minimum level of economic and financial standing and/ or a minimum financial threshold within the evaluation criteria for this procurement, please self-certify by answering 'Yes' or 'No' that you meet the requirements set out.	

Question number	Modern Slavery Act 2015: Requirements under Modern Slavery Act 2015	
4.1	Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?	
4.2	If you have answered yes to question 7.1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?	

Additional Questions

Suppliers who self-certify that they meet the requirements to these additional questions will be required to provide evidence of this if they are successful at contract award stage.

Question number	Additional Questions
5.1	<p>Insurance</p> <p>Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:</p> <p>█</p> <p>█ (Compulsory) Liability Insurance = £5 Million</p> <p>Public Liability Insurance = £5 Million</p> <p>*It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to Sole Traders.</p>

5.2 – Compliance with equality legislation

For organisations working outside of the UK please refer to equivalent legislation in the country that you are located.

1.	In the last three years, has any finding of unlawful discrimination been made against your organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)?
2.	<p>In the last three years, has your organisation had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds or alleged unlawful discrimination?</p> <p>If you have answered “yes” to one or both of the questions in this module, please provide, as a separate Appendix, a summary of the nature of the investigation and an explanation of the outcome of the investigation to date.</p> <p>If the investigation upheld the complaint against your organisation, please use the Appendix to explain what action (if any) you have taken to prevent unlawful discrimination from reoccurring.</p> <p>You may be excluded if you are unable to demonstrate to the Authority’s satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination reoccurring.</p>
3.	If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?

5.3 – Environmental Management

1.	<p>Has your organisation been convicted of breaching environmental legislation, or had any notice served upon it, in the last three years by any environmental regulator or authority (including local authority)?</p> <p>If your answer to this question is “Yes”, please provide details in a separate Appendix of the conviction or notice and details of any remedial action or changes you have made as a result of conviction or notices served.</p> <p>The Authority will not select bidder(s) that have been prosecuted or served notice under environmental legislation in the last 3 years, unless the Authority is satisfied that appropriate remedial action has been taken to prevent future occurrences/breaches.</p>
2.	If you use sub-contractors, do you have processes in place to check whether any of these organisations have been convicted or had a notice served upon them for infringement of environmental legislation?

5.4 – Health & Safety

1.	Please self-certify that your organisation has a Health and Safety Policy that complies with current legislative requirements.
----	--

2.	<p>Has your organisation or any of its Directors or Executive Officers been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body) in the last 3 years?</p> <p>If your answer to this question was “Yes”, please provide details in a separate Appendix of any enforcement/remedial orders served and give details of any remedial action or changes to procedures you have made as a result.</p> <p>The Authority will exclude bidder(s) that have been in receipt of enforcement/remedial action orders unless the bidder(s) can demonstrate to the Authority’s satisfaction that appropriate remedial action has been taken to prevent future occurrences or breaches.</p>	
3.	If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?	

SECTION C – TENDER SCHEDULE

	Pricing Schedule	Weighting / Max marks
1.	<p>The budget for this commission is up to £50,000 exclusive of VAT, to include expenses.</p> <ul style="list-style-type: none"> • Concept masterplan - up to £30,000 excl VAT exclusive of VAT, to include expenses. • Movement and Access Strategy – up to £20,000 exclusive of VAT, to include expenses • Engagement, Promotion and Presentation costs to be included within the overall costs <p>Please set out a fixed price quotation for undertaking the work outlined in the submission.</p>	400 max marks

[REDACTED]

[REDACTED]

Tender Specification Response		Weighting / Max marks
Please respond to all the following questions and create sufficient space for your responses by expanding the table.		
Desktop Research		
2.1	Masterplan Please set out the methodology to be used to provide the level of detail and accuracy required to map the physical connections and interrelationships between key assets and areas.	2/20
2.2	Movement and Access Strategy Please set out the methodology to be used identify key existing movement routes and trends (residents, visitors and businesses) and the connectivity between the town and surrounding key locations in the wider area (RJAH Hospital, Gobowen Railway Station, Bus Station, Innovation Park, Industrial parks, leisure, colleges etc).	1/10
Response to Brief and Previous Experience		
2.3	Masterplan Please provide understanding of brief and outcomes required. Set out previous experience of delivering successful concept masterplans referencing all the requirements and outcomes in a detailed response to the brief. Showcase experience in developing masterplans/spatial visions that incorporate movement studies. Detail how the Future Oswestry partners, key stakeholders and community/public groups may be fully integrated in the masterplanning process through ongoing engagement, consultation and testing vision.	29/290
2.4	Movement and Access Strategy Please provide understanding of brief/study appreciation and outcomes required. Set out previous experience of delivering successful high-quality movement and access strategies. Demonstrate ability to identify key existing and potential movement routes and their interconnections.	19/190

	Established design and quality principles related to movement and access which fully integrate into the overall concept masterplan visioning.	
Delivery Model and Action Plan		
2.5	<p>Action Plan Please provide details how you will determine short, medium, and long-term deliverables as identified as part of the master planning and movement strategy process.</p> <p>Demonstrate how the interconnections between urban design, graphic design, architecture, heritage, conservation, transport and infrastructure delivery will help to shape the priorities for Oswestry.</p>	3/30
2.6	<p>Engagement and Promotion Please recommend proven mechanisms for effective engagement and promotion which will add value to the masterplanning vision and compliment the HAZ activities. Suggest ways to adapt these activities in a suitable way given the ongoing Covid-19 situation regarding social distancing and self-isolation.</p>	3/30
2.7	<p>Programme Plan Please provide a detailed project plan and timeline identifying all work elements and required outcomes to demonstrates how you intend to deliver the project in response to the project brief.</p>	3/30
References and CVs		
2.8	<p>Please provide the names of two recent referees we can contact for references. Where possible, at least one should be a Partnership arrangement of private / public sector organisations.</p> <p>Please be aware you will not be scored on this section, but the award is subject to references</p>	For Information Only
2.9	<p>Please provide a short CV for each member of the team who will work on the project.</p> <p>Please be aware you will not be scored on this section, but the award is subject to references</p>	For Information Only

[REDACTED]

[REDACTED]

[REDACTED]

the 'information' and 'communication' fields. The 'information' field is defined as:

...the study of the processes of information production, distribution, access, use and evaluation, and the study of the social, cultural, economic and political contexts in which these processes take place. (p. 10)

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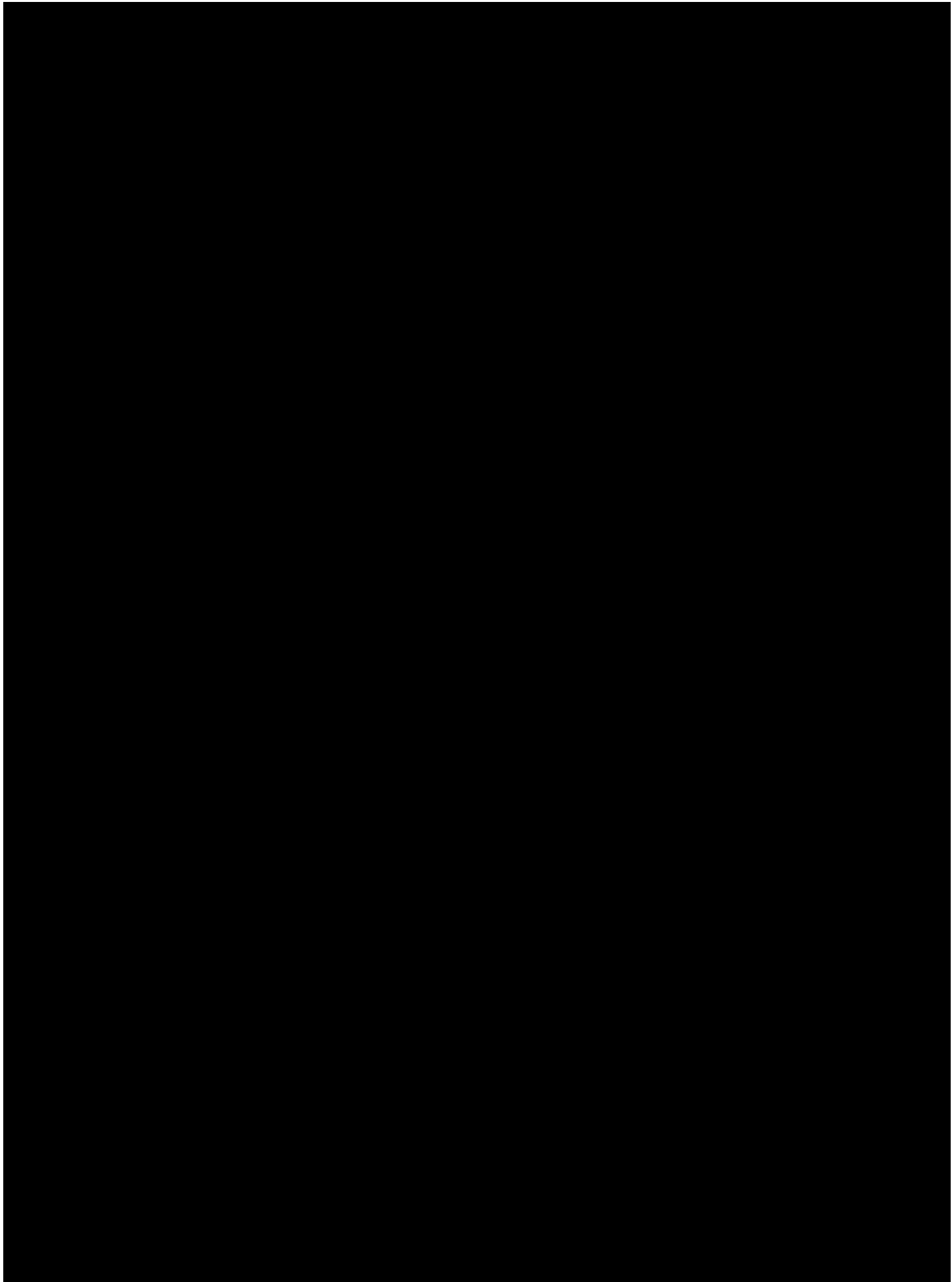
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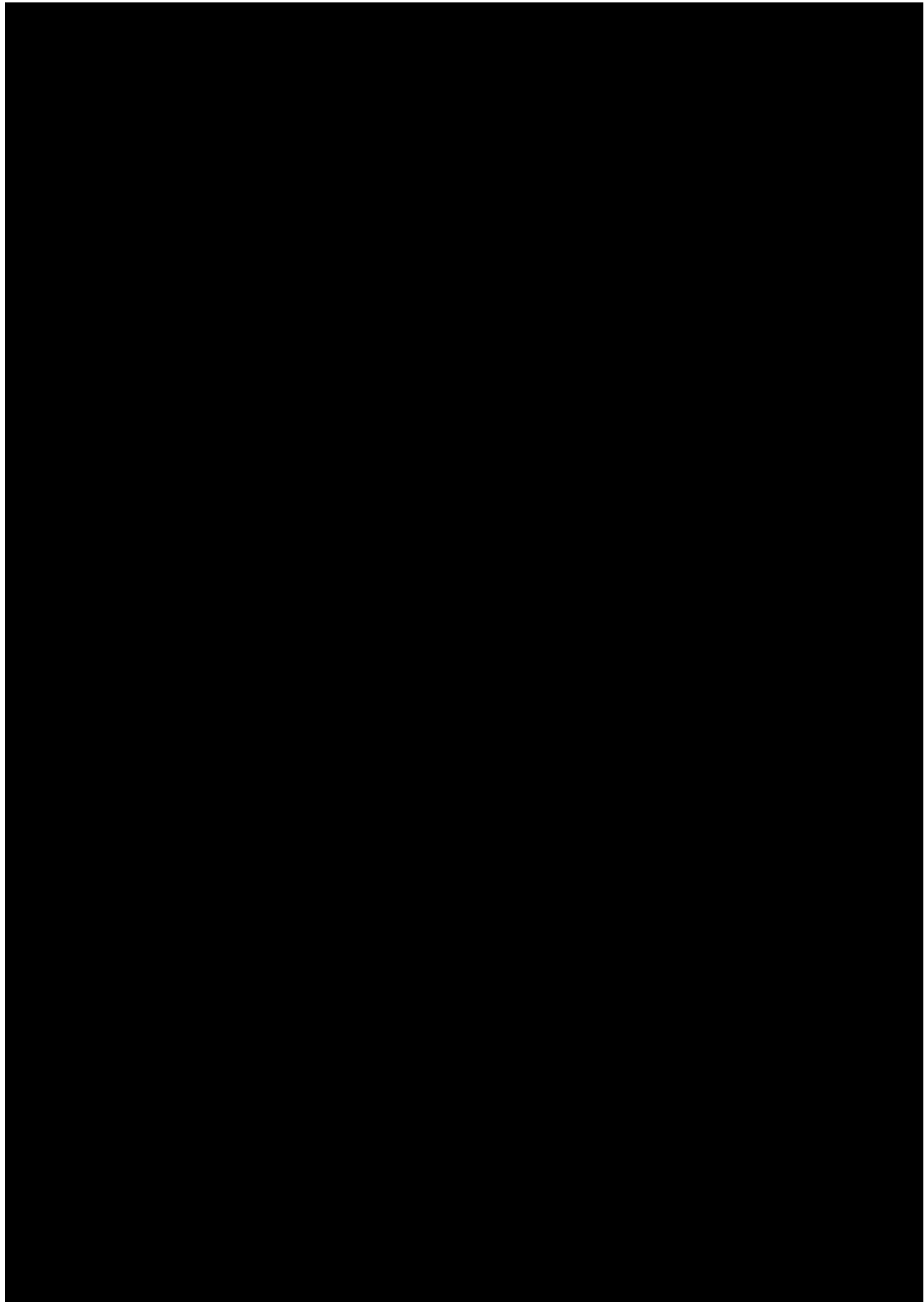
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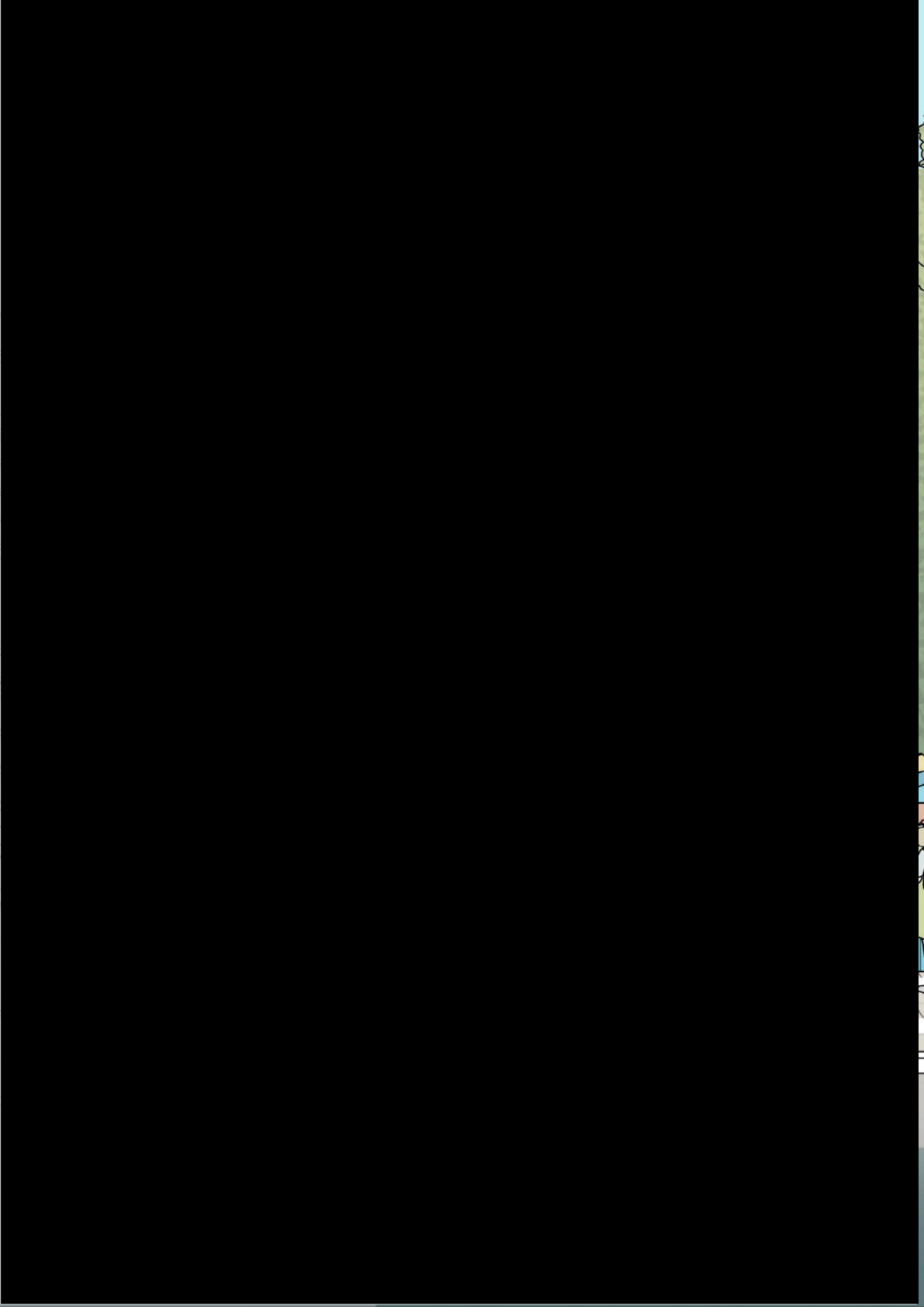
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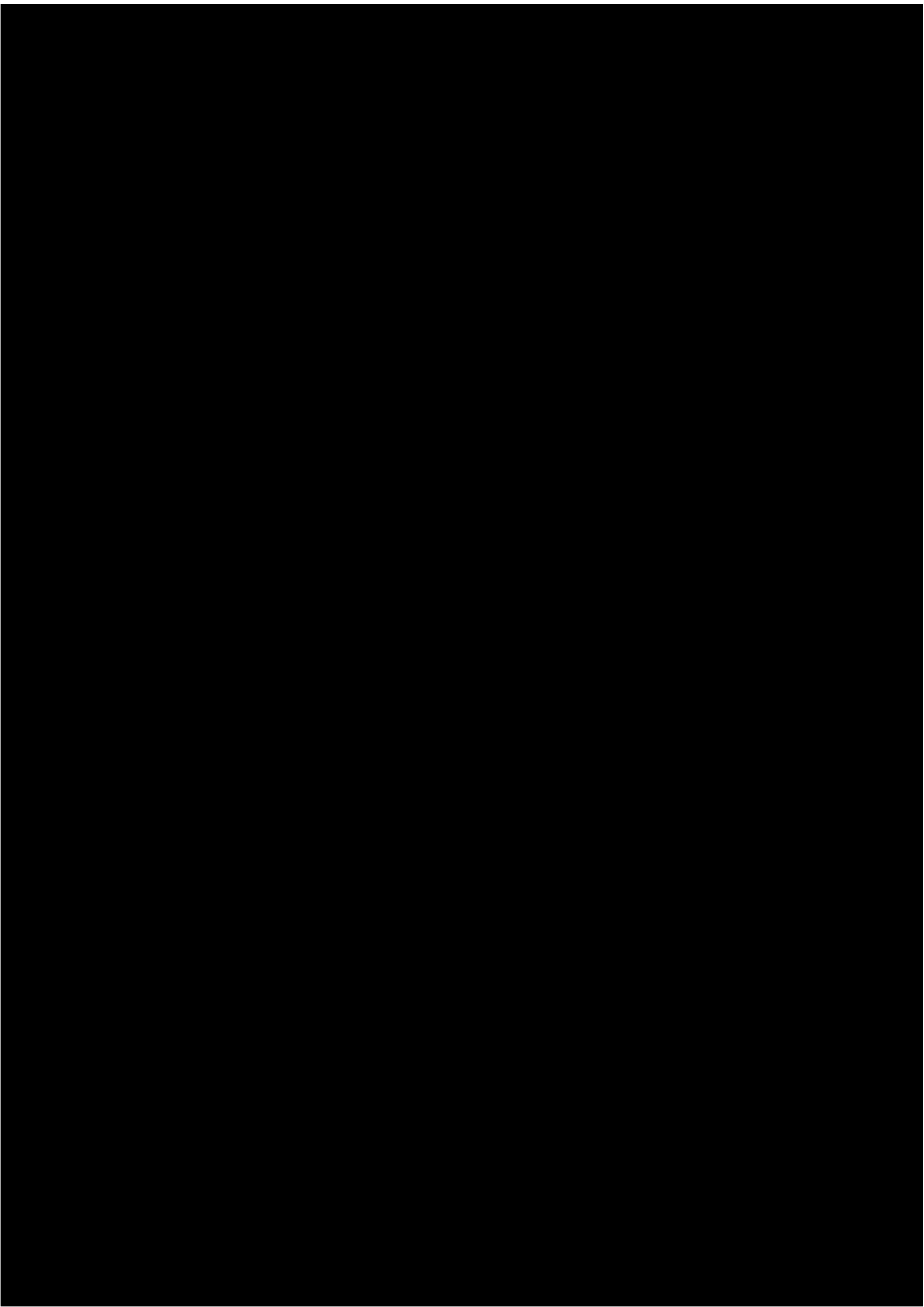
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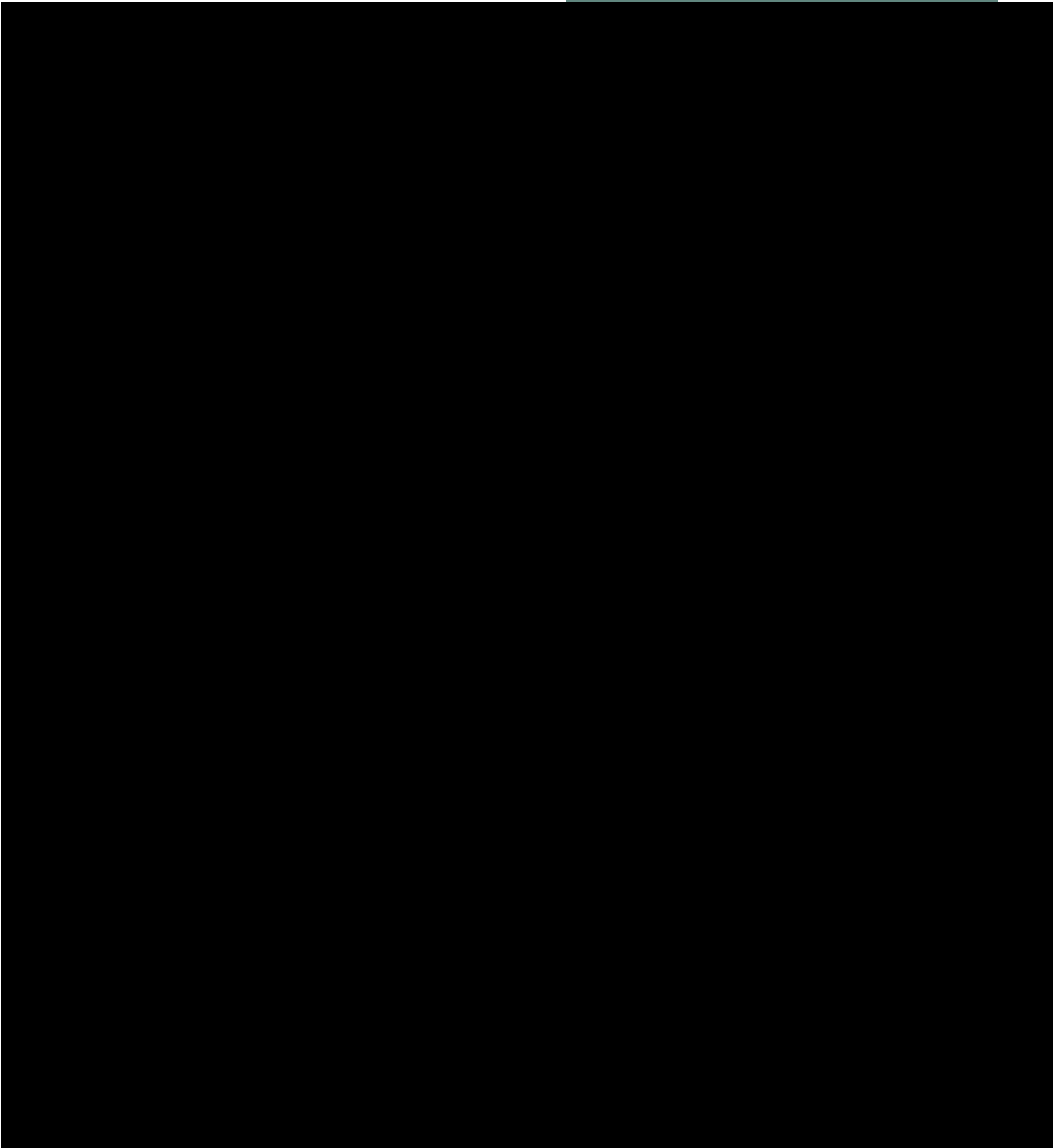


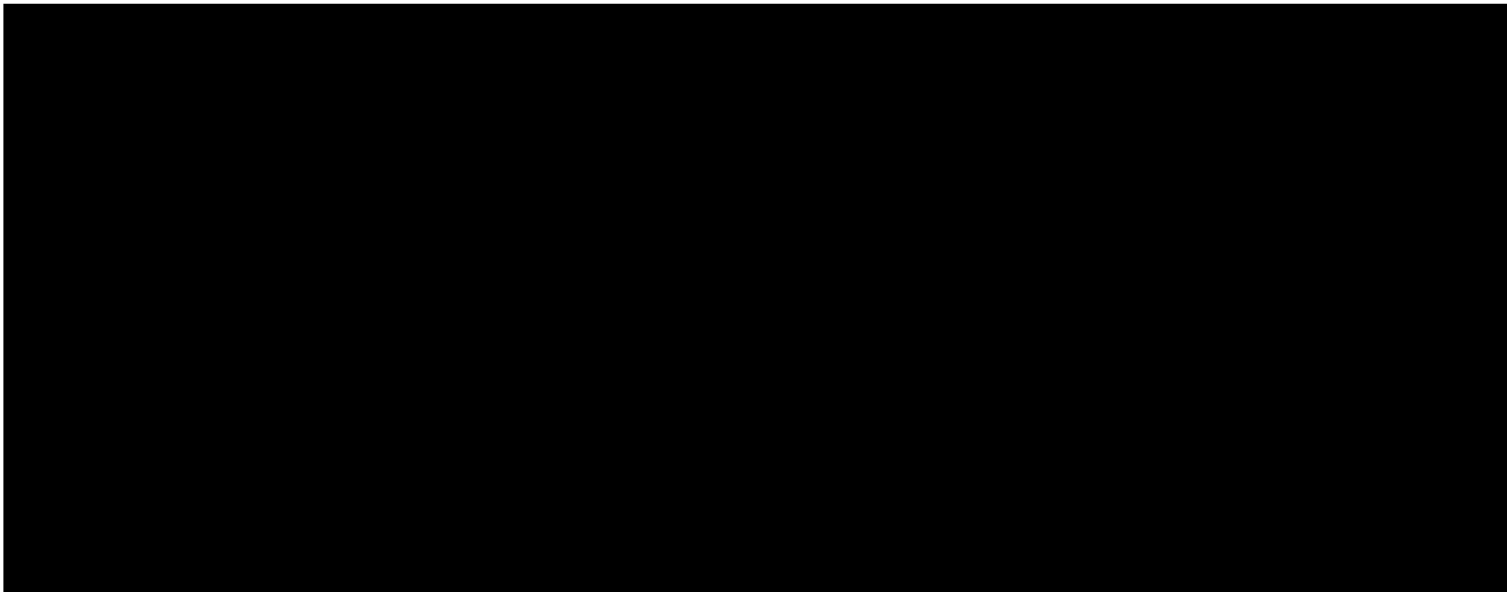


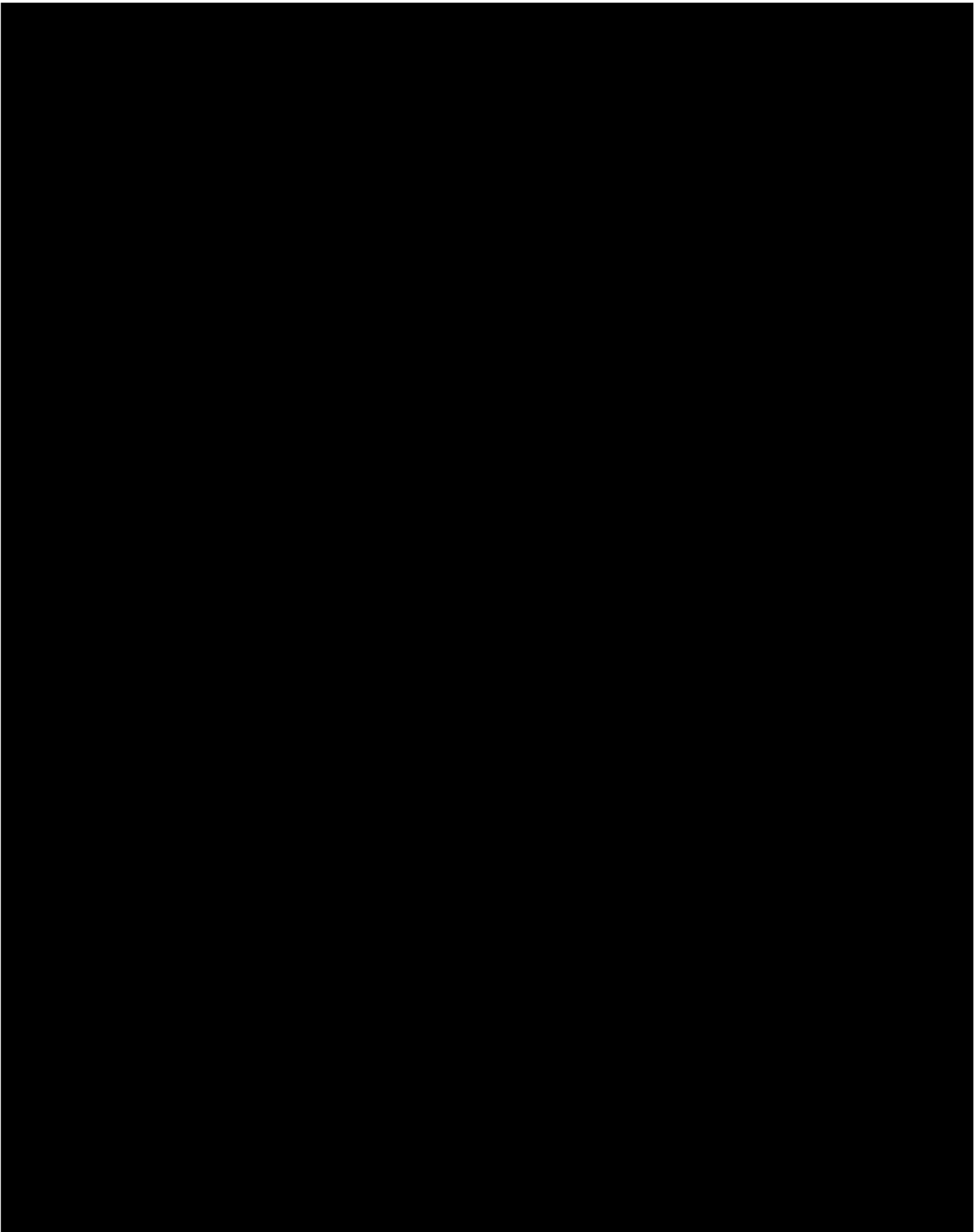




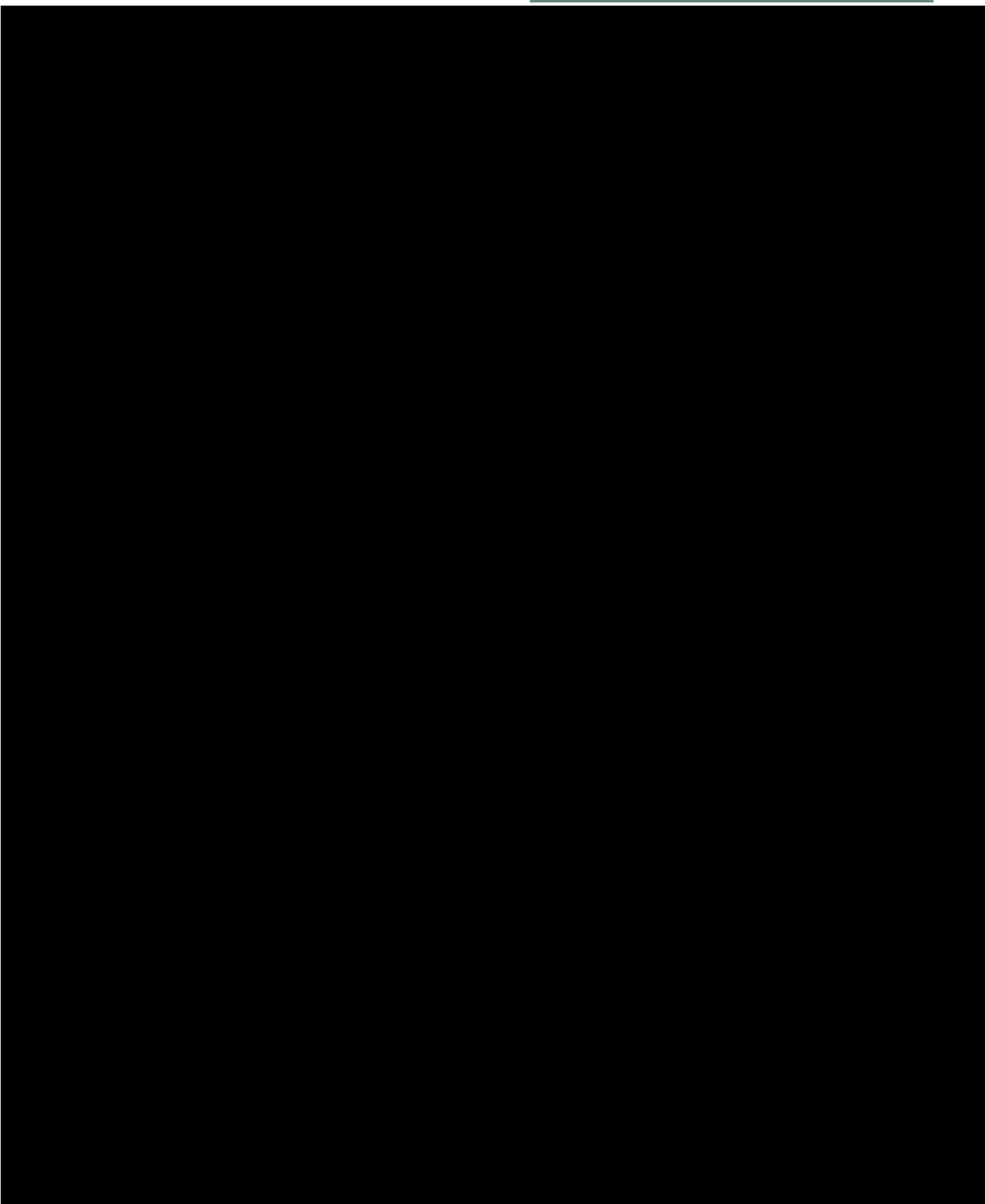
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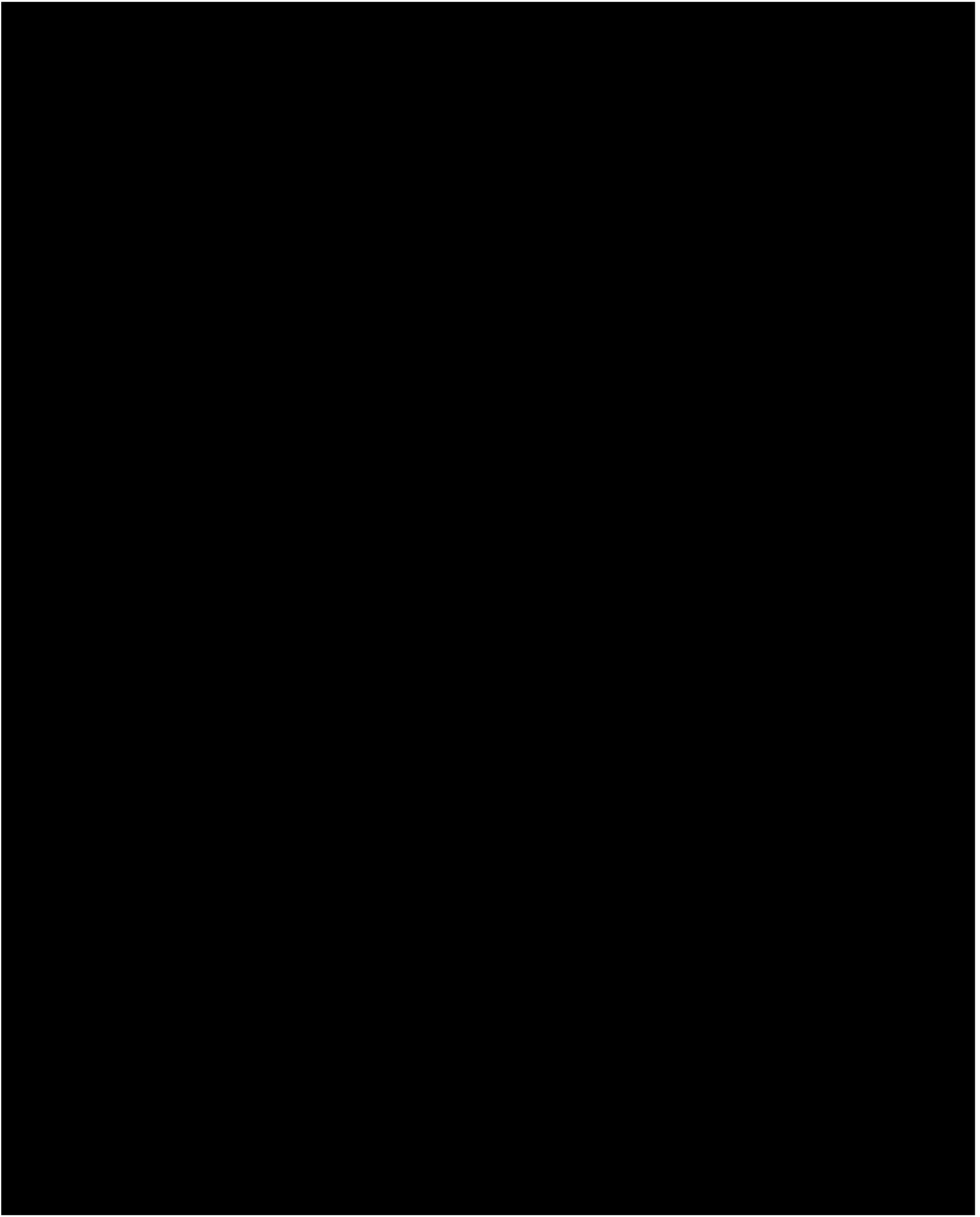


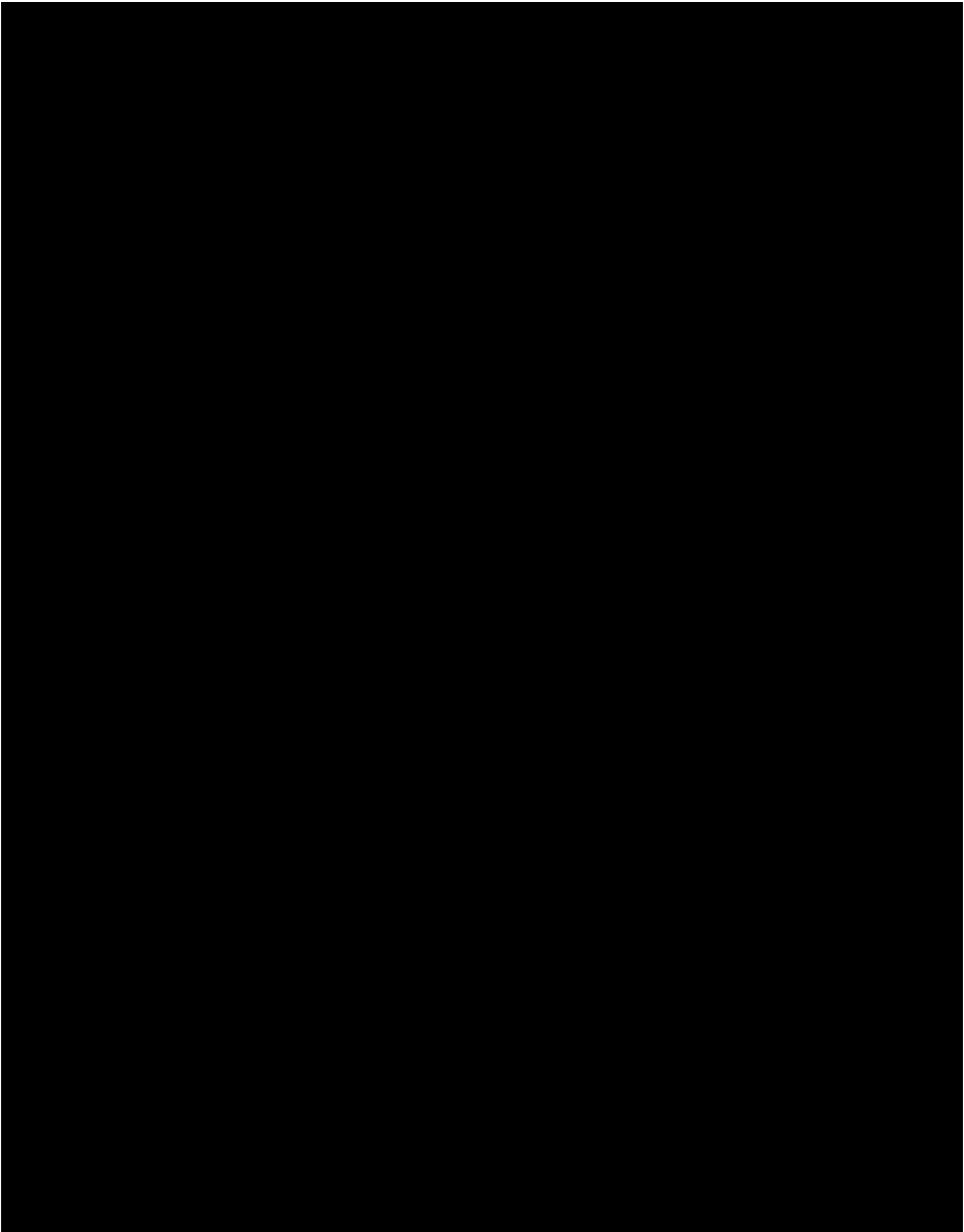


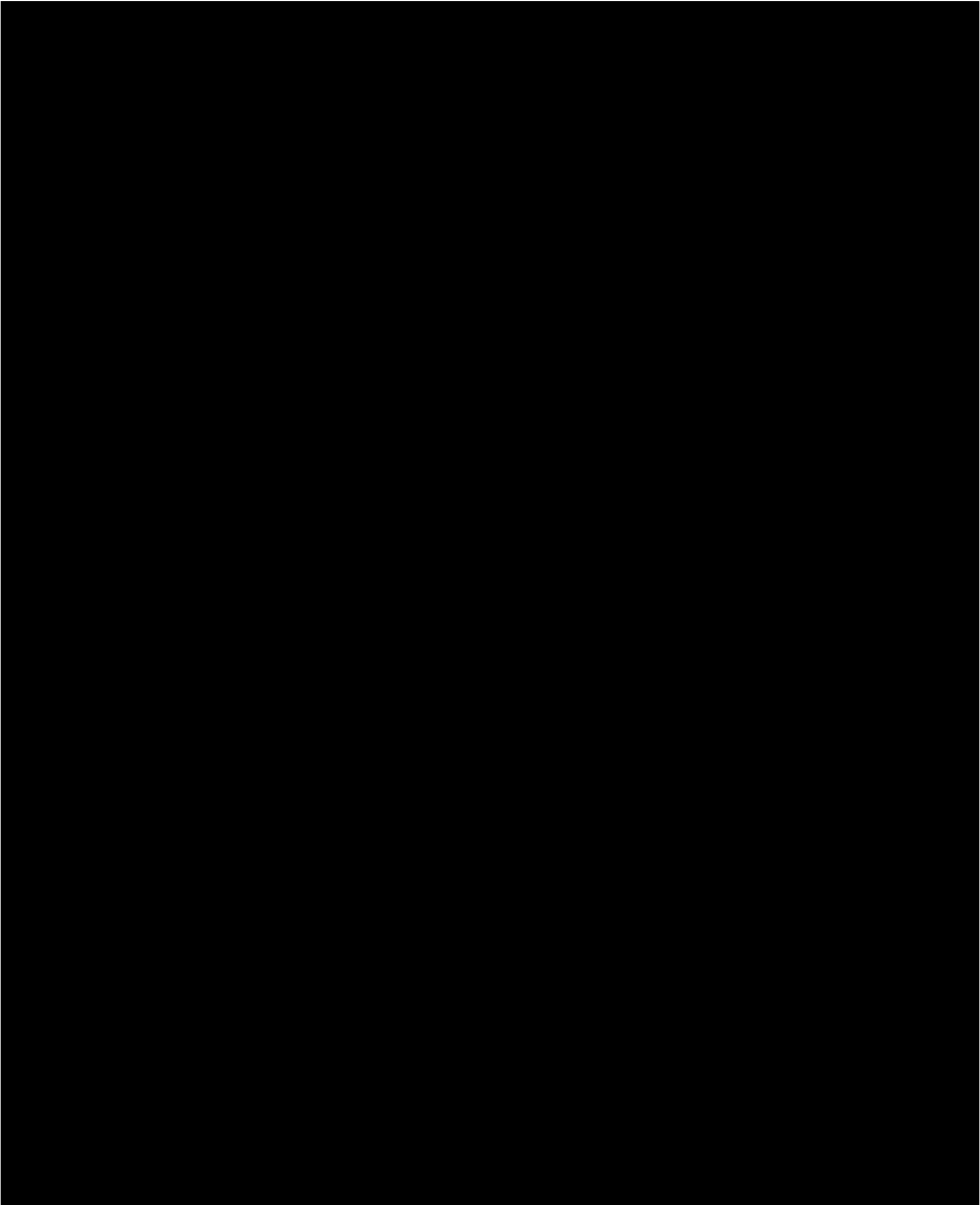


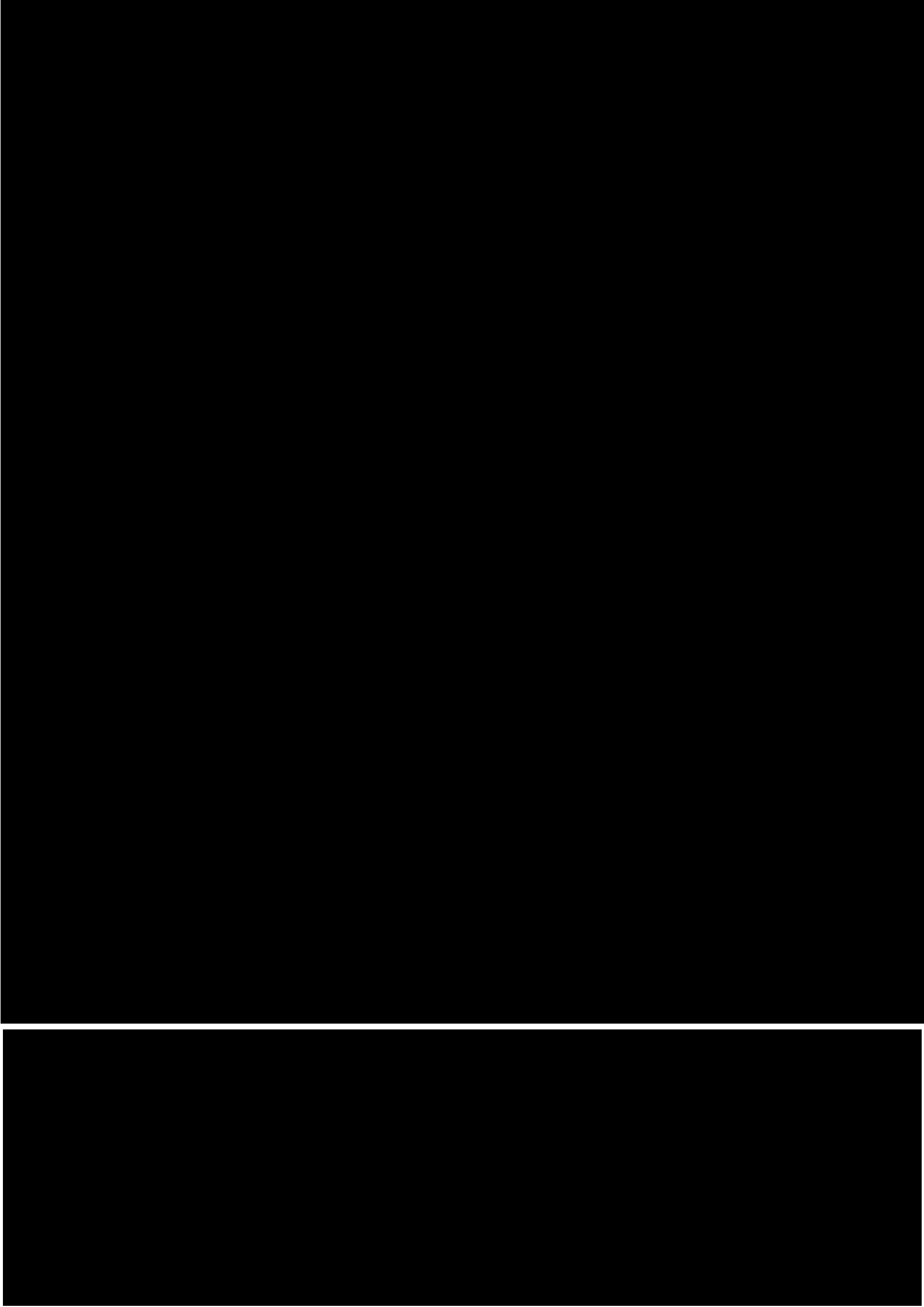
[REDACTED]











[REDACTED]

Shropshire Council
Shirehall
Abbey Foregate
Shrewsbury
Shropshire SY2 6ND

Date: 19th June 2020

My Ref: DONV 013

Your Ref: DONV 013

Dear Bidder

**DONV 013 - INDICATIVE MASTERPLAN FOR OSWESTRY TOWN CENTRE INCLUDING
MOVEMENT AND ACCESS STRATEGY**

SHROPSHIRE COUNCIL

SUBJECT TO CONTRACT

This is an Award Decision Notice pursuant to Procurement Regulations (the "Regulations"). We are pleased to inform you that, following the evaluation process, Shropshire Council proposes to accept your offer in relation to the above Contract.

However, this letter is not, at this stage, a communication of Shropshire Council's formal acceptance of your bid. A voluntary "standstill" period is now in force; this period will end at midnight on 29th June 2020.

Subject to Shropshire Council receiving no notice during the standstill period of any intention to legally challenge the award process, the Council aims to conclude the award after the expiry of the standstill period.

This award notification is also subject to you now providing copies of your relevant insurance certificates together with confirmation from your insurance brokers that:-

[REDACTED] void the policy in relation to

[REDACTED] need to be complied with to

[REDACTED] e to the limits of indemnity.
[REDACTED] h the date of renewal.

[REDACTED] king:-

[REDACTED]

[REDACTED]

[REDACTED]



Shropshire Council
Shirehall
Abbey Foregate
Shrewsbury
Shropshire SY2 6ND

Date: 30th June 2020

My Ref: DONV 013

Your Ref: DONV 013

Dear Bidder

**DONV 013 - INDICATIVE MASTERPLAN FOR OSWESTRY TOWN CENTRE INCLUDING
MOVEMENT AND ACCESS STRATEGY**

SHROPSHIRE COUNCIL

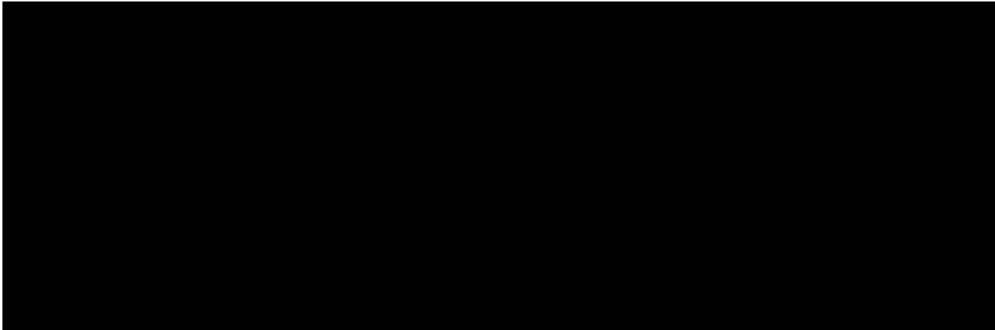
SUBJECT TO CONTRACT

I am pleased to inform you that, having received no notice of challenge during the mandatory standstill period that expired at midnight on 29th June 2020, Shropshire Council proposes to accept your offer for the Proposed Contract as set out in our previous letter to you dated the 19th June 2020.

The information provided by the invitation to tender documentation and your tender response will form the basis of this contract.

We will now have our legal services prepare a form of agreement for both parties to sign and this will be forwarded to you in due course to execute.

Regards



Competitive Contract Award Notice

Associated Parent Notice

CompetitiveContractNotice - GB-Shrewsbury: DONV 013 - Indicative Masterplan for Oswestry Town Centre including Movement and Access Strategy

1. Title: GB-Shrewsbury: DONV 013 - Indicative Masterplan for Oswestry Town Centre including Movement and Access Strategy

2. Awarding Authority:

Shropshire Council

Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, United Kingdom

Tel: [REDACTED], Fax: [REDACTED] Email: [REDACTED] URL:

www.shropshire.gov.uk

Contact: Procurement, Attn: Procurement

3. Contract Type: Services

Sub Type: Management consultant services and related services.

4. Description: Project management consultancy services. This is an award notice for Project Management Consultancy Services.

The Future Oswestry group is a partnership between Oswestry Town Council, Shropshire Council and Oswestry Business Improvement District (BID) working collectively to help create and support a thriving town.

Shropshire Council on behalf of The Future of Oswestry group wish to appoint a commercially-led multidisciplinary team to prepare an investable concept masterplan for Oswestry. This study will develop the vision and ambitions identified through work undertaken to date and will map the physical connections and relationships between key assets, areas and future movement modes and routes.

The masterplan study will also support the development of a Movement and Access Strategy demonstrating interconnectivity across Oswestry to support sustainable movement around the town.

The project will be a collaborative programme supporting and engaging with the Future Oswestry partners, key stakeholders and community groups to develop short, medium and long-term recommendations and associated action plan. This action plan will clearly detail priorities, timelines and constraints for key deliverable solutions.

5. CPV Codes:

72224000 - Project management consultancy services.

6. NUTS Codes :

UKG22 - Shropshire CC

7. Main Site or Location of Works, Main Place of Delivery or Main Place of Performance: Shropshire CC,

8. Reference Attributed by the Awarding Authority: DONV 013

9. Awarded to:

[REDACTED]

Value Cost: [REDACTED]

Is Awardee likely to subcontract?: No Awarded to SME?: No

10. Date of Contract Award: 30/06/2020

11. Number of Tenders Received: 18

12. Other Information:

Other Information: To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=502947751>

Suitable for VCO: Yes

Procedure Type: OPEN

Period of Work Start date: 06/07/2020

Period of Work End date: 31/10/2020