



Notting Hill Genesis

Consultants Framework

Briefing note for interested suppliers

Overview

Notting Hill Genesis (NHG) is looking to create a new development consultants framework to support the delivery of new homes across London.

Our current framework is due to expire in 2022 and will be replaced following a public procurement process. We intend to start the procurement in late August 2021, with the new framework commencing in June 2022.

For details of the framework lots see 'Proposed Framework Lots' later in this briefing note.

Interested suppliers are invited to register their interest and complete a short questionnaire: <https://forms.office.com/r/sFNH3kxHyk>

We are planning to hold a virtual 'Meet the Buyer' event in the week commencing 2 August 2021, further details of this will be provided to suppliers that have registered their interest through the questionnaire.

Our consultant supply chain will support us to deliver a variety of vibrant mixed-tenure and mixed-use schemes across our large development pipeline, which is made up of affordable and private homes for rent or sale, as well as commercial properties and a focus on creating thriving communities. We plan to deliver 7000 new homes over the next five years, in the Greater London area.

Our developments range from 50-unit urban infill sites to estate regeneration projects creating thousands of new homes. We deliver them through various development models, whether purchasing sites to develop ourselves, working with the public sector and other developers in partnerships or joint ventures, or acquiring section 106 units from private developers.

Our frameworks are highly regarded and are open to other registered housing providers operating within Greater London to procure through, with 23 Housing Associations and Local Authorities registered to access our current framework.

If you have any queries about the consultants framework, please contact Wing Quan (Wing.Quan@nhg.org.uk).



About Notting Hill Genesis

Notting Hill Genesis is one of the largest housing associations in the country, with more than 66,000 homes across London and the south-east.

We provide homes across a range of tenures and are committed to delivering housing that is affordable for all. We build and maintain quality homes, creating diverse and thriving communities. This is our primary purpose and everything else we do supports that.

We own and manage stock for social, affordable and private rent, leasehold, keyworker housing, care and support, temporary housing and shared ownership.

For more information, visit www.nhg.org.uk.

For information about our new developments, visit www.nhg.org.uk/building-homes.

Procurement process

The framework procurement will be run in accordance with the UK Public Contracts Regulations 2015.

We intend to follow the Restricted Procedure, which is a two-stage process:

1. **Selection Questionnaire (SQ):** Bidders' capability, capacity and experience to perform the contract is assessed. Only bidders who are shortlisted by NHG at SQ stage will then proceed to the second stage.

The SQ stage is likely to start in late August 2021, with around 6 weeks allowed for bidders to respond.

2. **Invitation To Tender (ITT):** Shortlisted bidders' quality and pricing proposals for the contract are assessed. The highest scoring bidders at ITT stage will be invited to enter into the contract (i.e. the framework agreement).

The ITT stage is likely to start in January 2022, with around 5 weeks allowed for bidders to respond.

The procurement timetable will be confirmed to bidders once the SQ stage begins.

NHG may elect (at its discretion) to proceed with the procurement of the proposed framework. At such time as the procurement proceeds, a contract notice will be issued in the Find a Tender Service which suppliers will be required to respond to if they wish to bid for the opportunity. We will also endeavour to notify suppliers who have registered their interest in this framework opportunity (see link at page 1 of this briefing note), by contacting them directly.

Framework operation

The framework will last for 4 years, with the option for NHG to extend it for a further period (to be confirmed).

Consultants will be appointed from the framework through "call-off contracts" for individual projects. Call-offs will be on the basis of either a "mini competition" (i.e. a further tender to select the most suitable consultant for the project in question) or "direct selection" (i.e. appointment of one consultant without a further tender).

Proposed Framework Lots

We currently intend to procure the following lots – for further details see the proposed lot descriptions in the table below.

1. Architects (General)
2. Architects (Small/Specialist Works)
3. Landscape Architects
4. Planning Consultants
5. Transport and Highways Consultants
6. Civil and Structural Engineers
7. Mechanical and Electrical Consultants
8. Cost Consultants
9. Employer’s Agents
10. Project Managers
11. Valuers
12. Purchase & Repair Consultants
13. Clerks of Works
14. Interior Designers

Please note: all lots and lot descriptions are not a firm commitment and may be subject to change following market engagement.

Each of the lot descriptions below describes the primary purpose and core services required of consultants under that lot, and then lists a set of potential additional services. NHG may invite framework consultants to provide the additional services where they are able to do so, but NHG will not require that consultants must be able to provide the additional services – this will not be a prerequisite to gaining a place on the framework.

The additional services for each lot may include “various ancillary development-related services” – details of these are provided at the end of the table.

Whilst the primary purpose of our frameworks is to support NHG’s development activity, framework consultants may also be invited to provide relevant services for other departments within NHG, for example working with our Asset Maintenance and Building Safety teams on refurbishment, conversion and remedial works to existing buildings.

Lot	Description
1 – Architects (General)	Provision of a range of architectural services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London. Architectural design at feasibility, concept design, spatial co-ordination, and technical design stages. Production of drawings, specifications and reports for planning and for tender/contract (usually JCT Design & Build). Act as Lead Designer for project team where required. General architectural advice.

	<p>Additional services may include (if the consultant can offer these): masterplan design, 'design guardian' / inspection services (post-contract monitoring of technical design and construction), technical due diligence on acquisitions, CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, interior design, graphic design, image/model production, BREEAM assessments, and various ancillary development-related services.</p>
<p>2 – Architects (Small/Specialist Works)</p>	<p>Provision of a range of architectural services, primarily in relation to small new-build development sites or parts of a larger development site/masterplan – e.g. residential buildings, commercial units, marketing suites, meanwhile uses, community centres, etc. Projects may also include refurbishment/conversion of existing buildings. Primarily urban/suburban sites in Greater London.</p> <p>Architectural design at feasibility, concept design, spatial co-ordination, and technical design stages. Production of drawings, specifications and reports for planning and for tender/contract. Act as Lead Designer for project team where required. General architectural advice.</p> <p>Additional services may include (if the consultant can offer these): 'design guardian' / inspection services (post-contract monitoring of technical design and construction), technical due diligence on acquisitions, CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, interior design, graphic design, image/model production, BREEAM assessments, and various ancillary development-related services.</p>
<p>3 – Landscape Architects</p>	<p>Provision of a range of landscaping and public realm services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Landscape and public realm design at feasibility, concept design, spatial co-ordination, and technical design stages. Production of drawings, specifications and reports for planning and for tender/contract (usually JCT Design & Build). General landscaping and public realm advice.</p> <p>Additional services may include (if the consultant can offer these): 'design guardian' / inspection services (post-contract monitoring of technical design and construction), technical due diligence on acquisitions, graphic design, image/model production, ecology services, and various ancillary development-related services.</p>
<p>4 – Planning Consultants</p>	<p>Provision of a range of planning consultancy services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Planning policy review, strategy, research, assessments, analysis, appraisals, briefings, design review, applications, appeals, negotiations, consultation and communications. Production of reports and statements. Support to design consultants at feasibility, concept design, spatial co-ordination, and technical design stages. Project team co-ordination and programme management for planning-related activities and submissions. General planning advice.</p>

	<p>Additional services may include (if the consultant can offer these): technical due diligence on acquisitions, community engagement, political engagement, and various ancillary development-related services.</p>
<p>5 – Transport and Highways Consultants</p>	<p>Provision of a range of transport and highways consultancy services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Transport and highways policy review, strategy, research, surveys, modelling, assessments, analysis, appraisals, briefings, design review, applications, appeals, negotiations, consultation and communications. Production of reports, statements, plans, drawings and specifications. Support to design consultants at feasibility, concept design, spatial co-ordination, and technical design stages. General transport and highways advice.</p> <p>Additional services may include (if the consultant can offer these): technical due diligence on acquisitions, and various ancillary development-related services.</p>
<p>6 – Civil and Structural Engineers</p>	<p>Provision of a range of civil and structural engineering services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Civil and structural engineering design at feasibility, concept design, spatial co-ordination, and technical design stages. Production of drawings, specifications and reports for planning and for tender/contract (usually JCT Design & Build). General civil and structural engineering advice.</p> <p>Additional services may include (if the consultant can offer these): ‘design guardian’ / inspection services (post-contract monitoring of technical design and construction), technical due diligence on acquisitions, façade engineering, river wall engineering, site investigation, and various ancillary development-related services.</p>
<p>7 – Mechanical and Electrical Engineers</p>	<p>Provision of a range of building services consultancy services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Mechanical, electrical, and public health design at feasibility, concept design, spatial co-ordination, and technical design stages. Production of energy strategies and environmental calculations e.g. SAP. Advice and support on utilities. Production of drawings, specifications and reports for planning and for tender/contract (usually JCT Design & Build). General advice relating to building services and energy efficiency.</p> <p>Additional services may include (if the consultant can offer these): ‘design guardian’ / inspection services (post-contract monitoring of technical design and construction), technical due diligence on acquisitions, BREEAM assessments, specialist utilities consultancy, acoustic/vibration consultancy, air quality consultancy, specialist M&E design services, and various ancillary development-related services.</p>

<p>8 – Cost Consultants</p>	<p>Provision of a range of cost consultancy services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Quantity surveying and cost management services at feasibility, concept design, spatial co-ordination, and technical design stages. Cost-related strategy, research, assessments, analysis, appraisals, briefings, and design review. Production of estimates, cost plans and reports. Project team co-ordination and programme management, including acting as lead consultant for project team where required. Post-contract cost management including valuations, cash flow reporting and variations. General quantity surveying and cost management advice.</p> <p>Additional services may include (if the consultant can offer these): project management, CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, technical due diligence on acquisitions, and various ancillary development-related services.</p>
<p>9 – Employer’s Agents</p>	<p>Provision of a range of Employer’s Agent services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Lead on preparations for tender and/or contract, including advising the employer and co-ordinating production of tender documents. Manage tender process and/or contract negotiations. Act as contract administrator for the duration of the building contract, including during the defects rectification period. Contracts will usually be JCT Design & Build or S106/JV development agreements. General project management, contract management, and construction related advice.</p> <p>Additional services may include (if the consultant can offer these): project management, cost management and quantity surveying services, joint venture supervisor services, CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, technical due diligence on acquisitions, and various ancillary development-related services.</p>
<p>10 – Project Managers</p>	<p>Provision of a range of project management services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Project management at feasibility, concept design, spatial co-ordination, and technical design stages. Project team co-ordination and programme management, including acting as lead consultant and/or design manager for project team as required. Lead on preparations for tender and/or contract, including advising the employer and co-ordinating production of tender documents. Manage tender process and/or contract negotiations. Act as contract administrator for the duration of the building contract, including during the defects rectification period. Contracts will usually be JCT Design & Build or JV development agreements. General project management, contract management, and construction related advice.</p> <p>Additional services may include (if the consultant can offer these): cost management and quantity surveying services, joint venture</p>

	<p>supervisor services, CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, technical due diligence on acquisitions, and various ancillary development-related services.</p>
<p>11 – Valuers</p>	<p>Provision of a range of valuation services (and potentially other real estate / property-related services), primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Carry out valuations and produce valuation reports, at various project stages from acquisition to completion, in accordance with RICS standards. Including formal ‘Red Book’ valuations as well as informal interim valuations where required.</p> <p>Additional services may include (if the consultant can offer these): commercial property valuations, Purchase & Repair programme valuations, periodic valuations of existing stock, strategic development advice, sales and marketing advice, market reports, viability assessments, site disposal services, stock disposal services, stock transfer services, residential estate agent services, commercial estate agent services, building surveying, advice / due diligence on land and property acquisitions, CPO services, and various ancillary development-related services.</p> <p>Also (if the consultant can offer this) stock rationalisation services, including: estate agency, valuation, stock condition surveys, stock disposal option appraisals, acquisition support, and strategic asset management advice.</p>
<p>12 – Purchase & Repair Consultants</p>	<p>Provision of a range of building surveying and project management services, primarily in relation to the purchase and refurbishment of existing housing stock (and in particular NHG’s P&R (Purchase & Repair) programme – see https://www.nhg.org.uk/building-homes/purchase-and-repair/). Primarily suburban sites in Greater London.</p> <p>Carry out pre-acquisition surveys and produce reports. Project management for refurbishment works – prepare specifications for refurbishment works, manage and monitor costs, manage appointment of contractors, act as contract administrator for building contracts, monitor progress, and carry out inspections. General construction and refurbishment-related advice.</p> <p>Additional services may include (if the consultant can offer these): CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, general building surveying and inspections, M&E inspection services, party wall services, building defects investigations, measured surveys, asbestos surveys, stock condition surveys, planned maintenance advice, refurbishment advice, specialist inspections and investigations, energy performance certification, and various ancillary development-related services.</p>
<p>13 – Clerks of Works</p>	<p>Provision of a range of site inspection services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Monitor and report on construction progress, site conditions, health & safety, and quality/compliance of works undertaken by the build contractor (usually JCT Design & Build or S106/JV development agreements). Carry out site inspections – including regular, key</p>

	<p>stage, benchmarking, witnessing, testing/commissioning, snagging, de-snagging, and end-of-defects inspections. Check completed work against contract drawings, specifications, instructions, and standards. General construction-related advice.</p> <p>Additional services may include (if the consultant can offer these): CDM Principal Designer services, CDM Adviser services, Building Safety Principal Designer services, BIM / Information Manager services, general building surveying and inspections, M&E inspection services, party wall services, building defects investigations, measured surveys, asbestos surveys, stock condition surveys, planned maintenance advice, refurbishment advice, specialist inspections and investigations, and various ancillary development-related services.</p>
<p>14 – Interior Designers</p>	<p>Provision of a range of interior design services, primarily in relation to new-build residential and mixed-use developments of a range of sizes (c.50-2000+ units). Primarily urban/suburban sites in Greater London.</p> <p>Interior design at feasibility, concept design, spatial co-ordination, and technical design stages. Production of drawings, specifications and reports for planning and for tender/contract (usually JCT Design & Build). Interior design may be required for residential units, communal areas for residential buildings, non-residential premises / commercial units, marketing suites, show homes, etc. Act as Lead Designer for project team where required. General interior design advice.</p> <p>Additional services may include (if the consultant can offer these): 'design guardian' / inspection services (post-contract monitoring of technical design and construction), graphic design, image/model production, and various ancillary development-related services.</p>

Ancillary development-related services:

As part of the additional services as referenced above, the “various ancillary development-related services” may include services such as:

Acoustic and vibration; Air quality; Arboricultural/Tree Survey; Archaeology; Asbestos Survey/Monitoring; Bat Survey; Below-Ground Services Surveys (GPR / EML); BREEAM assessments; Building Surveying; Circular Economy Assessment; Daylight/Sunlight & Rights of Light; Defect Pathology; Ecology; Environmental Impact Assessment; Environmental Consultancy; Expert Witness; Flood Risk; Geotechnical; GIS Mapping / Spatial Analysis; Health / Inequalities Impact Assessment; Heritage; Impact Assessments; Measurement Surveys; Party Wall; Site Investigation; Site Surveys; Socio-economic/Employment; Sustainability Statement; Topographical Survey; UXO Survey; Visual Impact/Verified Views/Townscape; Viability Assessment; Waste Management; Water Environment and Resources; Whole Life Carbon Assessment; Wind/Microclimate; and/or any other specialist survey, assessment, report, or advisory services.

Please note: All information in this briefing note is not a firm commitment and may be subject to change following market engagement.