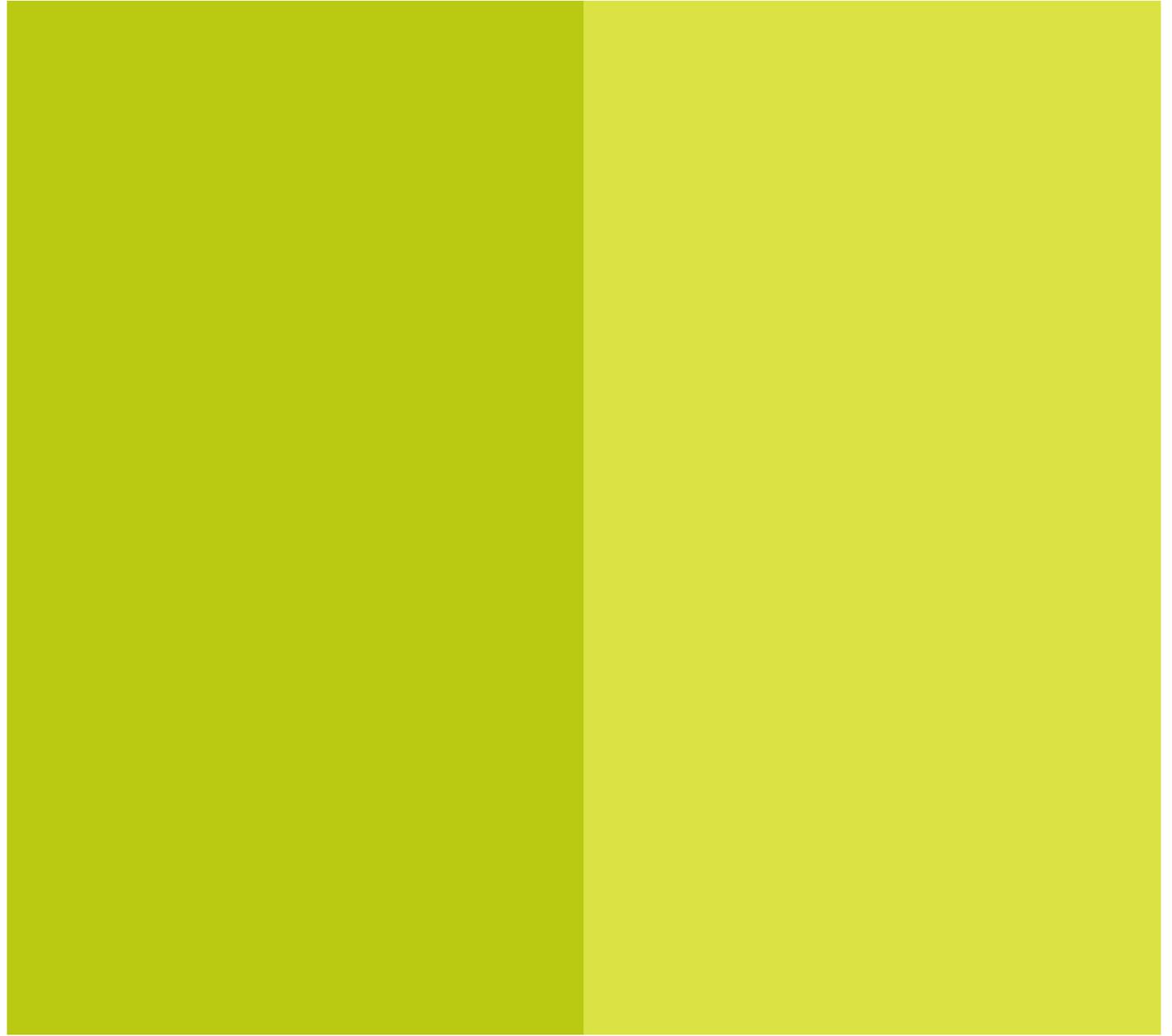


Central  
District  
Alliance



Holborn &  
Clerkenwell  
Place Plan

INVITATION  
TO TENDER  
February 2022

## The Place Plan ...

# Summary

This Invitation to Tender has been prepared by the Central District Alliance, a Business Improvement District spanning Holborn and Clerkenwell in London, to prepare an overall public realm vision and strategy to support positive social, economic and environmental outcomes across the footprint. This Invitation to Tender document presents:

- Confidentiality
- Notice to tenderers
- Project context
- Project aim
- Project specification
- Indicative project timeline
- Engagement
- Budget
- Selection Process
- Central District Alliance overview
- Project area overview

## 1.0 Confidentiality

The recipient of this document shall treat this Invitation to Tender (ITT), the contents of this document and any information provided by the Central District Alliance as strictly confidential. Such information must not be disclosed to any party not directly involved in responding to this ITT.

The Central District Alliance Business Improvement District (BID) and invited parties agree to treat all information provided in relation to this document as strictly confidential and to limit the circulation of the information only to persons involved in the evaluation of this ITT.



## 2.0 Notice to tenderers

This Tender is being managed by Central District Alliance BID who wishes to invite tenderers for the Place Plan for Holborn and Clerkenwell. See the BID area map in Appendix 2.

A Project Steering Group team has been established to input into this document, review proposals, conduct interviews and select the successful applicant. This Project Steering Group will also guide the commission. The successful applicant will report to the Project Steering Group on a fortnightly basis.

This Tender aims to place a contract with an organisation/company that will supply public realm and investment services as detailed for this Place Plan in the specification of this document below.

Proposals should clearly state the main reasons tenderers should be chosen as the preferred supplier for the services to the Central District Alliance BID and how their organisation will manage the work and deliver the service.

### 3.0.

# Project context

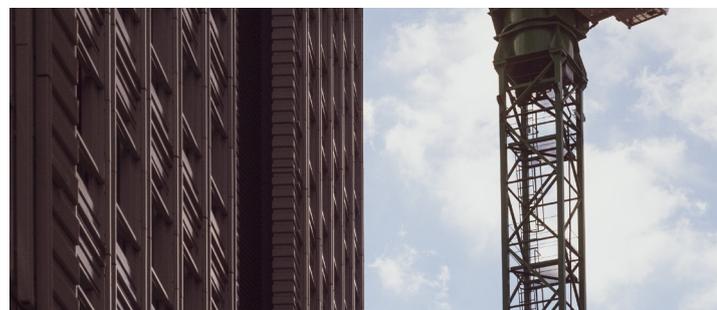
The Central District Alliance, a Business Improvement District (BID) spanning Holborn and Clerkenwell in London, is undergoing a period of significant change. The Elizabeth Line is expected to open in the first half of 2022 to provide new connectivity at Farringdon and Holborn stations, while around thirty new commercial developments are at various stages of planning and construction within the footprint. Alongside these physical changes to the area, the climate crisis highlighted by London's flash floods last year is requiring public spaces to establish ecosystem services, and the United Kingdom's recovery from the omicron wave of the COVID-19 pandemic is expected to see people return to central London for work and socialising with a renewed desire for comfort and safety in the public realm. All of these factors are combining to create new demand for better public space quality in the area.

The Central District Alliance has an operational Public Realm Strategy that sets out the BID's approach to improving public realm, to make better use of existing spaces, make them work harder to benefit more people and improve Londoners' health and wellbeing. This follows public realm works already being delivered in Bedford Row and Princes Circus, as well as the district-wide Grey to Green strategy.

This project will build on existing initiatives and emerging context to, for the first time, establish a coherent vision across the Central District Alliance and Hatton Garden on how to transform the public spaces into places for dwelling, sustainable movement, planting and congregation at key sites.

We want our new public spaces to be multi-functional, providing opportunities for sustainable movement and relaxation as well as for events and business startups or cultural pop-ups. By setting out how new civic spaces can be created for congregation and activity, we hope the project will help address any sense of isolation or unsafety that may be felt by our visitors, residents, and workers.

We want to ensure that the designs developed in this process can be delivered, so we want to include a robust funding plan. This should include an audit of delivery mechanisms for the different priority schemes.



## 4.0 Project aim

The Holborn and Clerkenwell Place Plan will produce the concept design and delivery process for key public realm projects across the Central District Alliance Business Improvement District, as well as its sister BID, Hatton Garden BID.

The final document is expected to establish a clear delivery pathway for the Central District Alliance and Hatton Garden BIDs to transform key areas of public realm in the short, medium and long term alongside Camden and Islington.



## 5.0 Project specification

The key deliverables are:

- |         |   |
|---------|---|
| Phase 1 | <p>Visioning options</p> <p>Appraisal</p> <p>Prioritisation</p>   |
| Phase 2 | <p>Design development</p> <p>Draft vision and strategic approach for the area</p> <p>Draft RIBA Stage 2 concept designs for four schemes</p> <p>Appraisal of funding options</p>  |
| Phase 3 | <p>Finalisation</p> <p>Finalisation of RIBA Stage 2 schemes and strategic approach</p> <p>Development of two high priority schemes for RIBA Stage 3+</p> <p>Funding and delivery strategy</p> <p><u>Final report including all of the above</u></p> |



## 5.1 Phase 1: Visioning options

The first phase will define the priority schemes that should be focused on to transform the footprint of the project area.

### 1A. Appraisal

The Central District Alliance and Hatton Garden BIDs acknowledge that many studies and policy documents have been produced covering different parts of the footprint, so we want to ensure that this study picks up where previous documents have been left to appreciate the area as a whole for the first time.

The key aim of Phase 1 will be to rationalise and prioritise schemes already included in previous policy documents and studies. These include, but are not limited to the:

- Draft Holborn SPD
- Midtown Green Audit
- Bloomsbury: A Strategic Vision
- Midtown Integrated Economic and Public Realm Vision
- Hatton Garden Public Realm Review
- Farringdon and Clerkenwell Public Realm Vision

We see this process as crucial to complement these plans and not displace or replace them, and we encourage bidding teams to engage with the councils where possible.

### 1B. Prioritisation

All existing schemes from previous documents should be prioritised as low, medium or high priority, with consideration covering:

- Deliverability (e.g. indicative costs, land ownership clarity, complexity of works)
- Movement (e.g. prioritising pedestrian and cycle travel, traffic impact, deliveries and servicing)
- Environmental improvements (e.g. biodiversity enhancement, climate resilience and mitigation)
- Placemaking (e.g. potential to support dwelling and congregation, or cultural and business opportunities)
- Inclusivity (e.g. accessibility of space, positive contribution to equality and diversity)

All additional schemes identified by the consultant should be considered in this way. This exercise is the basis of the vision and strategic approach finalised in Phase 2 and the four high priority schemes selected for concept design in Phase 2 of the project. The prioritisation exercise should all be presented and agreed at a workshop with the project steering group.

### Phase 1 Output

Agreement of schemes to be brought forward to Phase 2 for design development

## 5.2 Phase 2: Design development

This phase focuses on a high level strategy for the area and drafting designs for the priority schemes identified in Phase 1, and providing an initial indication of funding options for the schemes.

### 2A. Strategic approach

Based on the prioritisation exercise in Phase 1, a high-level draft strategic approach for the whole area should be produced that categorises a potential approach for all schemes.

The strategy should set out some high level principles rather than go into great detail. It is intended to provide the BIDs with an understanding of what types of measures to support in the area for good urban design outcomes as future development comes forward, to identify any quick wins and to contextualise future projects in different spaces.

### 2B. Design development

Draft concept design to RIBA Stage 2 for four selected schemes in Phase 1, schemes should consider the following:

#### A) Adaptability

- How do schemes ensure that new spaces can be used flexibly by a series of users to support a range of activities at different times of day?

#### B) Biodiversity

- How does each scheme enhance human and non-human life?

#### C) Connectivity

- How does each scheme link with and to surrounding urban spaces and patterns of behaviours?

### 2C. Initial appraisal of funding options

A high level of review of funding options should be conducted as part of this stage. This can include a discussion with Camden and Islington, if required.

### Phase 2 Outputs

Concept stage schemes for 4 x schemes  
Vision + strategic approach for area  
Initial appraisal of potential funding options

## 5.3 Phase 3: Finalisation

This phase should collate and finalise all work conducted in Phase 2 in a final report to outline a pathway for delivery of priority schemes. It should also develop two designs to around RIBA Stage 3, so that the costs can be more robust.

The outcome of this phase should enable the Central District Alliance and Hatton Garden BIDs to have a clear understanding of what is required to deliver quick wins and each scheme in the short, medium and long-term.

### 3A. Finalised designs

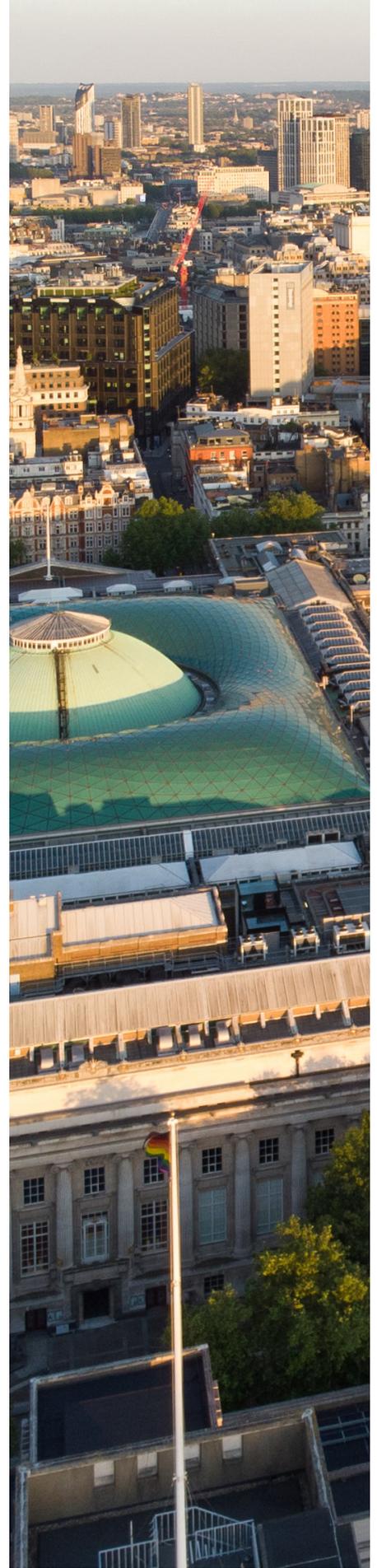
The finalised designs for four schemes to meet criteria for RIBA Stage 2 and two schemes to meet RIBA Stage 3 criteria should be produced based on the response to feedback received in Phase 2. The two schemes to be developed at RIBA Stage 3 level should be agreed with the Central District Alliance Project Steering Group.

### 3B. Finalised strategic approach

A final strategic approach including a concise toolkit - or equivalent - outlining key issues for consideration in non-priority schemes should be finalised based on the feedback provided in for 2A in Phase 2.

### 3C. Costing and funding strategy

The proposals in 3A should be indicatively costed, and have an accompanying funding and delivery strategy.



## Phase 3 Outputs

A final report including 3A, 3B, and 3C

## 5.4 What this project specification does not cover

This project is not expected to require:

- Detailed transport modelling
- Construction ready designs
- A detailed business case
- Full public consultation

## 5.5 Team expertise

The project team should aim to cover the following three areas of expertise:

### Place

- Urban design / placemaking / landscape / public realm

### Movement

- Active travel / mobility / highways

### Delivery

- Costing / funding

## 5.6 Conflicts of interest

All bidding teams must clearly state any actual, potential and apparent conflicts of interest that may result from appointment. A conflict of interest is a situation where the bidding team's interests are inconsistent, or appear to be at odds with the Central District Alliance's. Due to the nature and size of the Business Improvement District we understand that bidding teams may have conflicts of interests, and ask that these are identified and managed appropriately to avoid compromising the values, integrity and reputation of the Central District Alliance.

## 5.7 After this project

The Central District Alliance aims to progress the proposals that will be developed as part of this project in collaboration with the London boroughs of Camden and Islington. If there are to be highways impacts, the Central District Alliance will aim to explore these in greater detail to advance the design and delivery process.

## 6.0 Indicative project timeline

We have laid out an indicative timeline to deliver the scope of works outlined above in the below table. We are flexible on timings, given the potential disruptions of the pre-election period for the 2022 Local Elections and the disruptions caused by school summer holidays, but we estimate the works would take a maximum of five months to complete.

Phase	Indicative time
Visioning options	March - April 2022 (4-6 Weeks)
Design development	May - June 2022 (6-8 Weeks)
Finalisation	June - July 2022 (4-6 Weeks)
Overall	March - July 2022 (14-20 Weeks)

## 7.0 Engagement

While there is no formal public consultation process included within this study, it is crucial that the final document sets a pathway to deliver schemes in concert with Camden and Islington and therefore ensures that the plans produced complement their priorities. How the consultant engages with local residents, workers, or organisations, as well as Camden and Islington councils should be outlined. Central District Alliance will help to facilitate all required engagement as agreed at the project inception meeting.

As outlined above, the pre-election period is expected to disrupt the programme. It runs from 18 March - 5 May 2022. Consultants should be aware of this and make any necessary adjustments to engagement with Camden and Islington councils as appropriate.

## 8.0 Budget

The indicative budget to cover this scope is £120,000 (excl. VAT)

## 9.0 Selection process

The Central District Alliance will be undertaking a two-stage procurement procedure to appoint the multidisciplinary design partner for the project. The first stage is an invitation to tender and the second stage is an interview for the five highest scoring bidding teams.

### 9.1 Invitation to tender scoring criteria

The selection criteria for the first stage, response to the invitation to tender is based on:

Weighting	Item	Description
25%	Relevant experience	Relevant experience and project examples, covering key expertise contained within the brief - place, movement, and delivery
30%	Response to project specification	Outline approach to how project meets phases set out in project summary, how will meet sustainability and inclusive design requirements, and approach to engaging stakeholders throughout design development
10%	Organisation, management and team	Including proposed structure of multi-disciplinary design team and roles of each team member
10%	Equality, diversity and inclusion	How broad representation will be ensured the project team, and how equality, diversity and inclusion will be achieved through the design outcomes
20%	Commercial	How each phase could be delivered within the project budget, and its price effectiveness
5%	Risk management	Approach to risk management and managing conflicts of interest

## 9.2 Interview

The three highest scoring teams from the first stage will be assessed in a second stage through a presentation and clarification interview by a panel comprised of the Central District Alliance and Hatton Garden BIDs executive team and board members. It is preferred that these interviews take place face-to-face at the Central District Alliance's office in Bedford Row.

## 9.3 Submission

Tenders must be submitted as a hard copy and electronically. Please send the soft copy to Marcos Gold at [marcos@centraldistrictalliance.com](mailto:marcos@centraldistrictalliance.com) marked Public Realm submission, and three hard copies to Central District Alliance, WeWork, 52 Bedford Row London, WCR 2LR by 23:59, 4 March 2022. All costs incurred in the preparation and presentation of a response to this Tender shall be met by the respondent. The Tender and all correspondence and documents relating to the Tender should be written in the English language.

## 9.4 Clarification questions

All requests for clarification related to this ITT should be submitted to Marcos Gold, [marcos@centraldistrictalliance.com](mailto:marcos@centraldistrictalliance.com) by 23:59 16 February 2022. Please mark with 'Place Plan – Clarification' in the subject line. If the query is one of substance, then other tenderers will be informed of both the question and the answer to ensure parity of tendering on the 21 February 2022.



## 9.5 Selection timeline

The indicative timeline for selection is set out below. The dates are liable to change, subject to unforeseen delays.

What?	When?
Invitation to tender	9 February 2022
Clarification question deadline	23:59, 16 February 2022
Clarification question response	21 February
Deadline for submissions	23:59, 4 March 2022
Interviews	Week of 14 March
Appointment of consultant team	21 March 2022
Project inception	By end of March

# Appendix 1

## Central District Alliance BID Overview

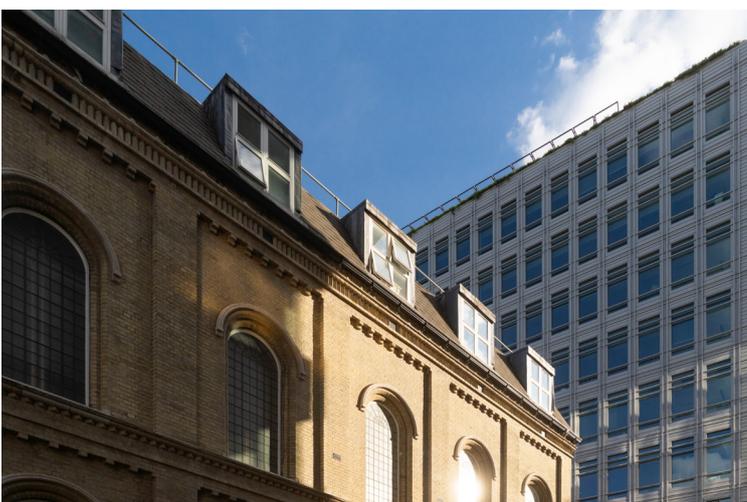


The Central District Alliance BID is a non-profit making private enterprise that will be working together with local businesses, the GLA and Camden and Islington Councils to nurture, enhance and sustain what is a unique, vibrant, and historical part of London.

The BID represents 370 businesses across the Holborn, St Giles, Bloomsbury, Farringdon and Clerkenwell areas. We are now in our fourth five-year term and have served to demonstrate what can be achieved with a forward-thinking BID working closely with its stakeholder and key partners.



On 20 February 2020, Camden and Islington Council announced the result of the Central District Alliance Business Improvement District renewal ballot, previously named 'Midtown'. Of the levy-paying community who voted, 82% voted in favour of the Central District Alliance BID's next five-year term, totalling 90% by aggregate RV. This result shows the support from the business community and is a vote of confidence in the work delivered.



As an organisation, we are committed to driving forward as one of the world's top destination with a clear mandate to ensure the area remains safe, clean, and welcoming. We work in close partnership with the Metropolitan Police, Camden and Islington Council, The Greater London Authority, Transport for London, and a few other statutory and voluntary organisations.

The Central District Alliance BID acknowledges the positive impact that quality public realm has on our community and environment, as well as its key role in the mitigation and capacity for adaptation to the effects of climate change and social isolation.

Covid-19 has made people more appreciative of the public space. As more workers start to return to the Central District Alliance, it is essential to provide them with attractive, safe and comfortable green spaces. At the moment, most of our green infrastructure is out of sight of employees, visitors, and residents. This is why the BID is looking for interventions that would bring green elements to the street level, increasing pedestrian amenity and the ecological value of our footprint.

Central District Alliance has always prided itself in trying to lead conversations around the future of public space and the environment. It has introduced rooftop gardens and beehives across six business sites within the footprint, it has launched a Grey to Green Strategy and Green Audit of the Space. These interventions have brought more biodiversity to the area and created more places for creatures to call home.

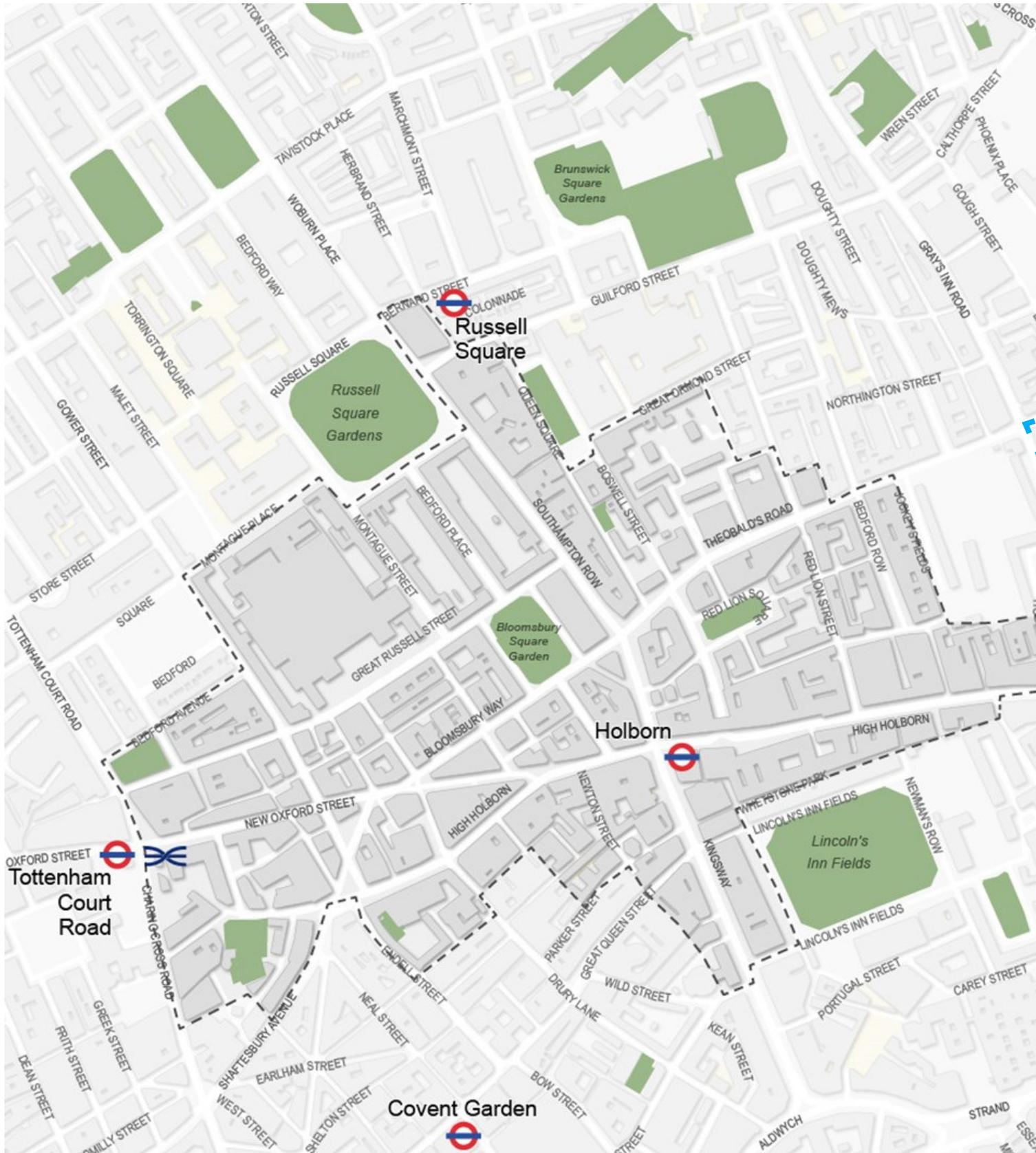


# Appendix 2

## Project area overview

The project area covers the footprints of both the Central District Alliance BID as well as the Hatton Garden BID overview.

- — Central District Alliance BID
- — Hatton Garden BID



- Central District Alliance BID
- Hatton Garden BID

