

Question number	Enquiry	Response	Date
28	Four of us are proposing to make the presentation of our scheme on 8 November. Could you confirm whether there are any restrictions on the number of people presenting, as there were for the briefing?	Four is the maximum number of presenters. The day's agenda and specific details will be issued next week.	14.10.11
27B	We have several questions about the November 8th competition interview. • Location - o Will a digital projector be provided? - o Will easels be provided for presentation boards? - o Will the model be on display in the interview room? • Timing - o Will we have time to set up equipment in the room prior to the presentation? - o What is the recommended duration of the presentation by the design team? - o Will there be a formal question & answer period apart from the presentation? • Participation - o Is there a recommended limit on number of presenters? • Content - o Are there particular issues which the jury would like our team to address?	We will be issuing an agenda of the interview day, Tuesday 8th November. It will contain these and other details.	06.10.11
27A	- o What are the dimensions of the room? - o In addition to the competition jury, who may we expect to be in attendance?	We cannot provide the dimensions of the interview room. Other advisors will also be in attendance.	
26	Is there a contact person and number at the Academy in Aberdeen for Monday 2pm model delivery-just in case?	In case of emergencies, please contact Tristram Woolston, the organiser of the exhibition. Tristram's mobile number is 07917 547242.	
25	From the competition brief it is not clear to me when the invoice for our honorarium can be sent. Can this be done now or only after the interview? Also, I cannot find what address to use on the invoice. Should it be sent to the City of Aberdeen or rather to your office at MRC?	This will be done after the award has been announced. We will send further invoicing details closer to this date.	
24	Could you please let me know whether the interview on 8th November might be changed or whether this date is now fixed?	The 8th November date is now fixed.	
23	Can you please advise us the date for the Power point presentation and whether we are allow to include any additional materials/images/diagrams in the ppt slides beyond what are being submitted on the 30th?	Tuesday 8th November is the confirmed interview date. You are not allowed to include additional information beyond what was submitted on 30th September.	

22	Can you please confirm the postcode in Aberdeen for the model delivery?	The postcode is AB10 1LB.	
21	I'd like to verify the address that our submission (narrative book to the competition should be sent to. Is that no longer Michelle House, 45-46 Berners Street in London but: Fourth Floor, 10 Ely Place, London EC1N 6RY	Yes, MRC have just moved offices so submissions must be sent to: Malcolm Reading Consultants, Fourth Floor, 10 Ely Place, London EC1N 6RY	26.09.11
20	There is a fee schedule to fill in. The checklist lists 3 items we need to submit regarding fees. For two of these we have a form/spreadsheet to fill in. ("Form of Tender" and "Work-stage Breakdown of the tender") For the 3rd "FeeTender" we have not received any form to fill in. can you clarify	"Fee Tender" refers to the "Work-Stage Breakdown of Fee Tender" form. Please note your fee tender in the 'Total' box on this form.	
19	Do you have an address for the model delivery? Is it possible to deliver ahead of the 10th October?	Please deliver your models by 2 pm Monday 10th October 2011 to: The Academy, Unit 10, Belmont Street, Aberdeen. It is not possible to deliver them ahead of 10th October. There is no store for them.	
18	We understand now that the A1 boards are completely anonymous. Would this apply to the A4 report and other financial documents? Is there any serial numbers that we need to put on?	This does not apply to the A4 report and other financial documents. Please have your company's information on these. Only the boards and models should remain anonymous. There is no special number you need to put on.	
17	If it would be alright to do the model shape exactly as you have drawn it, but just slightly wider i.e. 150mm in all 4 directions as we would like to pick up many more of the listed buildings and the overall street widths on all 4 sides.	No. Please adhere to the dimensions as advised previously.	16.09.11
16	Can you please confirm if there would be power to allow the model to be lit?	No, there will not be power to the bases. Models cannot be lit.	
15	Is the A1 boards and the model submission anonymous? Or can we put our company logo on the boards and submission?	The boards and model should be completely anonymous. There should be no company logos or any way to identity the competitor.	
14	Can you provide details on the current planning proposal for Three Kirks development that is under consideration by Aberdeen Council?	Please investigate the Aberdeen City Council web site for details of the application. The application is due to be considered by the Council's Development Management Sub-Committee on 18 August. We should therefore be able to confirm the exact situation with regard to this planning application on the 19th August.	12.09.11
13	Can you provide a 3D model of the site?	We are pursuing this but at present we have no model to provide	
12	Can we have a copy of the historical development plan that was presented at the briefing?	Copies of all presentations are being made available to you separately	
11	Pedestrian Movement Data counts for Aberdeen	Refer to existing reports through the appendices – we have no further information available at this stage	
10	Highways Development Restrictions	See the feasibility study	
9	Network Rail Development Restrictions	See the feasibility study	

8	An ownership map for property within the competition site boundary and adjoining the site	<i>We have provided all of the current information we have – see the feasibility study. We are preparing a detail drawing of property on the Belmont Street boundary for immediate issue.</i>	
7	Trinity Shopping Centre plan/sections	<i>We are not able to provide this</i>	
6	OS Map for city context surrounding site - currently only drawing UTG900 r02.dwg has level information that stops at the site boundary	<i>We are not able to provide this</i>	17.08.11
5	QS – We have a QS as a member of our team as per the pre qual, but the recent documents note that the QS will be a direct appointment by the client, separate to the appointment of the other team members who would be appointed under our lead. Should our QS provide their fee proposal using the same format as the 'Fee Proposal' pro forma, but on a separate sheet so that this is kept distinct from the team total?	<i>The QS will be selected alongside the design team, but the contract will be separate. The QS fee is to be part of the overall fee presented – for the purposes of the fee score it is the TOTAL team fee.</i>	
4	Expenses – Our fee is deemed to include all reasonable expenses. Therefore is the expenses sheet simply to give figures for rates for anything additional that might come up? I'm unclear as it then has a box for a 'total allowance', but without itemising out certain 'additional' expenses such as another presentation model or public consultation exhibition materials, I'm not sure how you would come to an allowance?	<i>The fee is to be inclusive of all reasonable expenses – this means all of the normal expenses to run the project. The additional expenses are to identify third party or presentation material outside the normal process of running a project of this nature.</i>	
3	Resource Schedule – we will have to work out the resources on a stage by stage basis across the project duration – would it be OK for us to add the A-L stages in and have your total days column at the end of this (this would allow you to understand the resourcing more clearly).	Yes	
2	The Fee pro forma sets out RIBA workstages C, D, E-H, J-L in line with a traditional form of contract. A D&B approach as set out in the documents would have the team tendering (ie RIBA stage H) after the completion of RIBA Stage D and our resourcing would be slightly different – would it be possible to reissue the pro forma to reflect a D&B route or do you wish us all to provide a fee on the standard A-L approach?	<i>We would like teams to present a traditional fee as this is the most effective way to understand the resource. As the construction procurement is not yet determined it is also probably the best way to ascertain an overall fee.</i>	
1	Fee Proposal – the pro forma refers to the programme noted in the documents and also to the Design & Build procurement route, again outlined in the documents. The only reference I can find to a programme is that there is a statement saying that there is an aim to complete the project by spring 2017 – is this the only info available on programme?	<i>Correct, that is all we can say at present.</i>	12.09.11