



St Ives Town Council

Clarification log – St Ives Huers Hut: Sustainable Future and Reuse Feasibility Project Engagement, feasibility, and business planning consultant

Tender reference	St Ives-ITT-00012-25
Title	St Ives Huers Hut: Sustainable Future and Reuse Feasibility Project - Engagement, feasibility, and business planning consultant
Deadline for Clarifications	22nd January 2026

Reference	Clarification	St Ives Town Council response	Reply date
HH01	On page 16, the introduction notes that the Council is seeking to appoint external consultants, including an architect and an engagement specialist. Could you please clarify whether the engagement specialist forms part of this consultancy appointment, or if this is intended to be a separate role? If separate, it would be helpful to understand the broad scope and parameters of the engagement specialist's role during the development phase.	The architect role does refer to an engagement specialist, and that appointment is referring to this role, the Engagement, feasibility, and business planning consultant. There are no other engagement specialist roles within the project.	7 th January 2026



St Ives Town Council

HH02	Can you confirm the fee outlined for this role?	The fee outlined on Contract Finder is £7000.00 ex VAT.	21st January 2026
	<p>We are considering submitting a tender in partnership as associate consultants. The Standard Selection Questionnaire requests details of three recent contracts; however, where tenderers are newly established and therefore unable to provide this information under their current business entity, could you please confirm whether this would present a barrier to application?</p> <p>If so, would alternative evidence of relevant experience (for example, references or details of comparable projects delivered in previous employed roles) be acceptable in place of recent contracts?</p>	<p>This would not be a barrier to applying, provided that tenderers are able to clearly demonstrate their ability to meet the requirements of the brief.</p> <p>Evidence of suitability may be demonstrated through relevant experience, professional expertise, and the provision of appropriate references or equivalent information, even where recent contracts under the current business entity are not available. Tenderers should use their submission to clearly articulate how their skills, knowledge, and track record align with the role requirements.</p>	21st January 2026