



BRADFORD 2025

UK City of Culture

Requests for Proposals (RFP) – ACCESS SPECIALIST FOR CAPITAL AND BUILDING PROJECTS

Introduction

The government chose Bradford to be just the fourth UK City of Culture in May 2022. It's a huge honour, a massive responsibility, and a once-in-a-lifetime opportunity.

We're building an organisation from scratch to plan and present 12 unforgettable months of creativity, culture, and the arts across Bradford District. From New Year's Day to New Year's Eve, 2025 is set to explode with more than 1000 shows, exhibitions, and events – by and for everyone, with much of it completely free to see.

We're asking hundreds of local, national, and international artists, dancers, and musicians to join us in 2025 and create something new – just for us, just for you. But we're also throwing the spotlight on the people of our city, which is the youngest, most diverse, and most exciting in the nation.

Bradford 2025 will be a celebration of Bradford, its cultures, and its people – right here, right now. From artists to businesses, schools to community groups, we're inviting people across Bradford to help us create a year of culture that could only happen here.

Bradford Culture Company (BCC), operating as Bradford 2025 (the Company), is seeking to appoint a suitably experienced and qualified Access Specialist/Consultant (the Provider) with specific expertise in capital and building projects. The Provider will support the improvement of facilities for users with disabilities across a range of venues and projects funded as part of our programme.

BCC would like to invite interested providers to tender for this business.

Access Framework for Bradford 2025

We frame disability through the social model, acknowledging that it is systems, assumptions, and environments that create the disabling barriers. People should feel welcome and comfortable engaging with events. Access is made possible when physical, sensory, cultural, intellectual, financial, emotional, geographic, and attitudinal barriers are removed or reduced.

Providers must meet BCCs procurement objectives:

- To ensure that procurement activities reflect BCC's approach to transparency, sustainability, value for money and equality, diversity, and inclusion.
- To ensure BCC's commitment to the communities of Bradford is reflected in the procurement process.
- To ensure BCC's duty to its funders to deliver best value for money.
- To ensure compliance with relevant laws and regulations.

Specification and Scope of Work:

- Offer expert advice and guidance on ensuring buildings and venues are accessible and inclusive.
- Develop and implement accessibility frameworks for capital and building projects to enhance facility usability for individuals with disabilities.
- Conduct accessibility audits of venues, identify barriers, and recommend improvements.
- Work closely with architects, builders, and project managers to integrate accessibility features into new and existing structures.
- Develop detailed accessibility plans and documentation for capital projects.
- Provide training for staff and contractors on accessibility standards and best practices.
- Contribute to the evaluation of Bradford 2025 and ensure detailed reporting and knowledge transfer related to capital works.
- Collaborate on the development of an Access & Inclusion toolkit to share with other organisations to create a legacy.
- Support and reporting to the internal Capital Working Group for BD25, working with funders requirements

Criteria for Selection:

- Proven experience and understanding of accessibility requirements in capital and building projects.
- Track record of providing Access consultancy for construction and renovation projects.
- Local to Bradford/West Yorkshire/Yorkshire.
- Best value for money.
- Alignment with BCC's procurement objectives.
- Capacity to deliver within the timeframe, approximately 1 day per week.

Anticipated Budget and Timescale:

We are looking for providers to submit their general rates for work on both a retainer and an ad hoc basis. Please include the following in your proposal:

- Hourly or daily rates for ad hoc consultancy work.
- Monthly retainer fees, specifying the number of hours or days covered.
- Any additional costs or expenses that may be incurred.

The timescale for this contract is from July 2024, with the work completed by 30th June 2025, and all information, reports and evaluations completed by 31st March 2026.

How to Apply:

Please submit a proposal outlining your experience, your approach, and how you intend to work with the team at BCC to meet their priorities and objectives. The deadline for proposals is Monday 8th July. Shortlisting and interviews will take place the week commencing Monday 15th July.

Please email proposals to procurement@bradford2025.co.uk

