

GLENCOE FOLK MUSEUM: PROPOSED EXTENSION, ALTERATIONS, AND UPGRADING

MAIN CONTRACTOR PROCUREMENT

PRE-QUALIFICATION STAGE



APRIL 2024

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Glencoe Folk Museum is seeking to work with contractors with experience of sensitive historic sites and high-quality visitor facilities for a comprehensive museum redevelopment taking place during 2024-25. This involves the design of a new entrance and gallery to the rear of the existing cottages, replacing existing structures on Museum land. The proposed work will also include modifications to doorways and floors within a Cat. B listed 19th century cottage and repurposing a Byre outbuilding to become an exhibition gallery.

Project Background

Glencoe Folk Museum preserves and exhibits a collection of artefacts and photographs relating to the Glencoe, Ballachulish, Kinlochleven and North Lorn area. It is fully accredited under Museums Galleries Scotland's Accreditation Scheme. The museum comprises two 19th century crofters' heather-thatched cottages and byres (Cat. B listed), and two 1970s display outbuildings.

The collection was co-founded in the 1967 by Miss Barbara Fairweather, Mrs Rae Grant and friends to document the rapidly-changing way of life in the Glencoe and North Lorn area. The museum was an immediate success and the collection rapidly outgrew its original premises. In 1972 it re-opened in the cottages which form the museum today, donated through the generosity of local resident Hugh Grant. The museum celebrated its 50th anniversary in 2017.

Our objective over the next 18 months to redevelop the museum, protecting and maximising the potential of the buildings and collection while contributing to the sustainability of the organisation.

The redevelopment will:

- Increase accessibility and interpretation of the historic cottages and collections, replacing life-expired exhibitions and enclosing the current ad-hoc external display area (constructed in the 1970s) to develop new climate-controlled visitor reception and exhibition spaces.
- Re-roof and convert a byre outbuilding into a Community Exhibition Gallery, creating space for meetings/research/craft demonstrations while enabling schools and local groups to produce their own displays in museum-standard conditions. This will allow a regular programme of changing exhibitions to be scheduled, encouraging return visits.
- Install an accessible visitor/staff toilet; eliminating a current barrier to visitor dwell time, group bookings and volunteer recruitment.
- Create a new, larger, gift shop; generating increased retail revenue.
- Create a venue which can be readily made 'infection secure' to ensure the safety of staff and visitors to work and visit with confidence.
- Recruit a learning specialist to devise an education and outreach programme to engage the community with the museum.
- Recruit exhibition specialists to create modern displays, improving the interpretation of the museum's stories and allowing more of the collection being displayed to correct environmental standards.

A copy of the RIBA Stage 3 Design And Access Statement is attached for information.

Project Team

The project team comprises:

Client	Glencoe Folk Museum
Lead Consultants and Architects	Peter Drummond Architect Ltd.
Interpretative Consultants	Mather & Co.
Quantity Surveyor	JC+P
Structural/ Civil Engineering	David Narro Associates
M&E Engineering	Max Fordham
Archaeologist	To be confirmed

Funders

The project is being funded by a range of bodies including the National Lottery Heritage Fund (NLHF).

Contract

The project will be traditionally procured and it is anticipated that the contract will be SBCC Private with Quantities. Contractor design portion is expected to be limited to electrical and mechanical engineering works. Anticipated construction budget is circa £1.5m including fit-out but exclusive of professional fees and VAT.

Tender Process

The first stage, being the pre-qualification process, will be based solely on quality (see below). It is anticipated that no more than six contractors will be selected for the second stage, which will primarily be based on price but will also include scoring of outline method statements for the most sensitive parts of the proposed construction works.

Mandatory Qualification Requirements

Submissions **must** provide:

- Full details of their company including legal status, principal office, and location from which the project will be managed.
- Details of insurance cover.
- Health and Safety Policy.
- Equal Opportunities Policy.

Contractors **must** confirm that:

- They are solvent with no outstanding financial judgements or overdue debts to HMRC.
- Have no pending or historic health and safety, equal opportunities, or fair pay prosecutions during the last five years.
- Have had no construction contracts terminated within the last 3 years for non-performance.

Weighted Qualifications Requirements

Consultants will be scored on:

- Quality control procedures, including any formal accreditation.
- Environmental Management Procedures, including any formal accreditation.
- Their experience in the repair and extension of traditionally constructed and listed buildings.
- Their experience in delivery of visitor centres and interpretational facilities of a **similar** scale and scope.
- Experience of grant funded project work, in particular the National Lottery Heritage Fund and its predecessor bodies.
- The qualifications and **relevant** experience of staff being deployed to the project, in the event that their tender is successful.

Tenderers can, if they wish, submit marketing brochures however these will not be used for scoring purposes.

Interview

Contractors may be required to attend an interview to review the quality aspects of their submission.

Site Visit

A site visit can be arranged subject to suitable notice.

Submission Deadline

Submissions should be made through the Public Contracts Scotland portal.

QUALITY SUBMISSION

Contractors **must** provide:

PART 1: MANDATORY INFORMATION (PASS/FAIL)

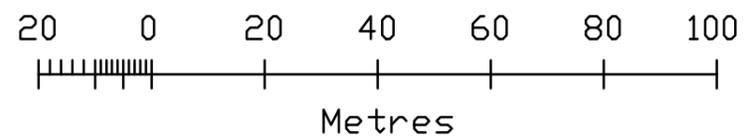
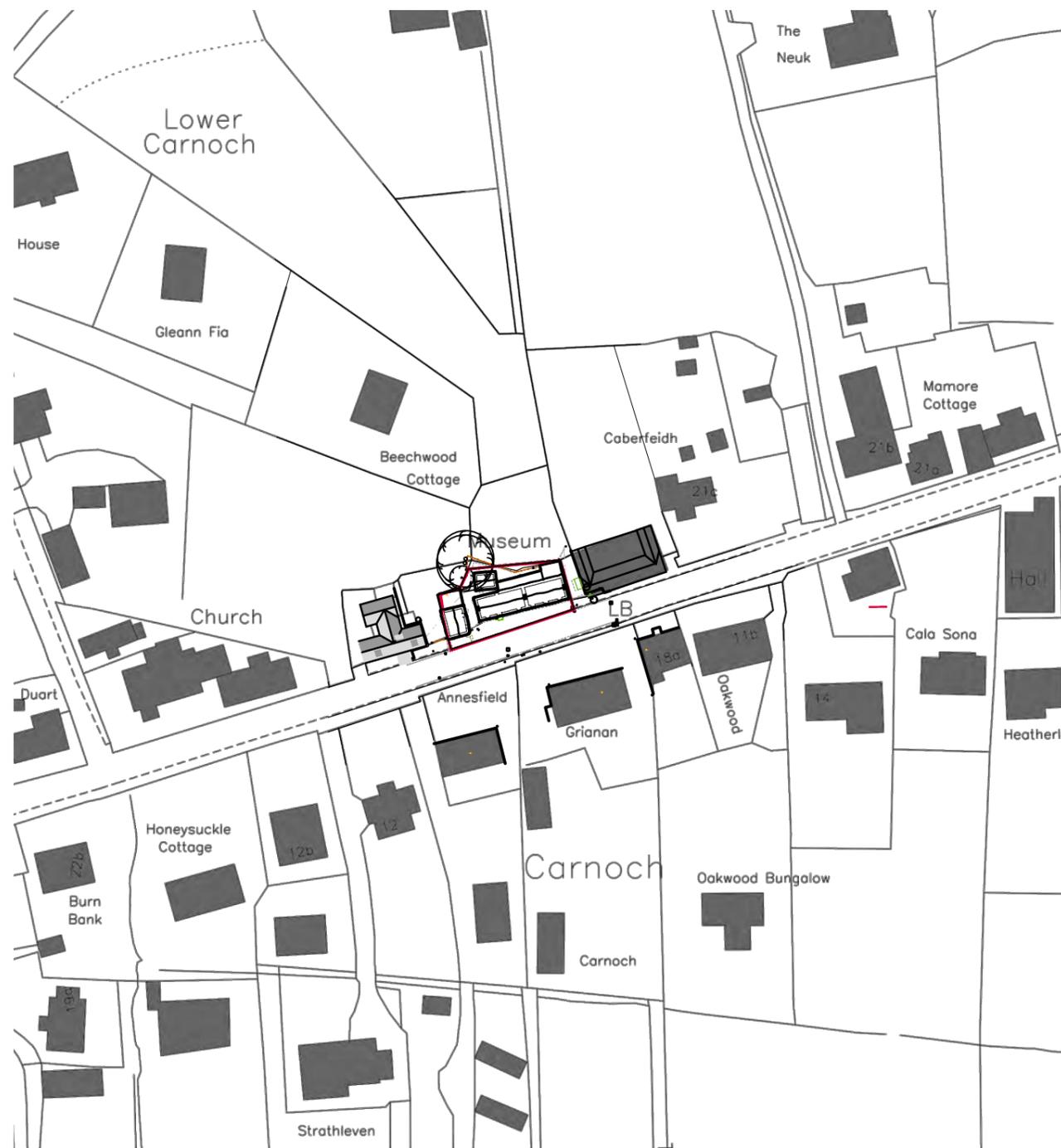
- 1A Full details of their company including legal status, principal office, and location from which the project will be managed.
- 1B Details of public, employers, and where appropriate for CDP works professional indemnity insurance (PII) cover. If a contractor does not have PII cover then set out how this will be provided, for example through sub-contractors and appropriate collateral warranties.
- 1C A copy of the company's Health and Safety Policy.
- 1D A copy of the company's Equal Opportunities Policy.
- 1E Confirmation that:
- They are solvent with no outstanding financial judgements or overdue debts to HMRC.
 - Have no pending or historic health and safety, equal opportunities, or fair pay prosecutions during the last five years.
 - Have had no construction contracts terminated within the last 3 years for non-performance.
- 1F Details of not less than 2 referees for projects of a similar nature undertaken within the last five years.

PART 2: WEIGHTED INFORMATION

- 2A Details of quality insurance procedures, including any accreditation(s). (5%)
- 2B Details of any environmental or sustainability policies, including any accreditation(s). (5%)
- 2C Previous Experience of **Similar** Projects (40%)
- Provide details of not less than three **similar** projects undertaken as a main contractor in the last five years and involving listed buildings of a similar form and scale, and to visitor centres/museums. Particular regard will be had to traditional masonry structures, archaeologically sensitive sites, rural locations, and properties with a high-quality fit out which is open to the public.
- 2D Management/Delivery Team (25%)
- Set out your proposed project team including levels of responsibility and role in the project. Include CVs for each individual. Particular regard should be had to the projects being submitted for 2(C) above and the individual's role on each. Knowledge of grant funding of this nature will be helpful.
- 2E Skills/Capability (25%)
- Set out the relevant construction skills/disciplines that you will bring to the project, identifying which are in-house and which are likely to be sub-contracted. Where key elements are being sub-contracted then provide details of the relevant experience of the firms you intend to approach and how you will quality control their work.

PLANNING PERMISSION DOCUMENTS

(EXTRACTS)



Notes

Do not scale from this drawing. All sizes to be taken and checked on site by the contractor prior to the preparation of shop drawings or fabrication of parts. Any discrepancies should be brought to the immediate attention of the architect.

NB This drawing information has been produced for Glencoe Folk Museum and has been prepared for purposes of Planning Submission. It is not intended for construction or for use by any other person or for any other purpose.



A	Apr'22	Planning and LBC Submissions	AC
Rev	Date	Description	Rev by

Status: Stage 3 - Spatial Coordination



PETER DRUMMOND, ARCHITECT
Architecture - Heritage - Conservation

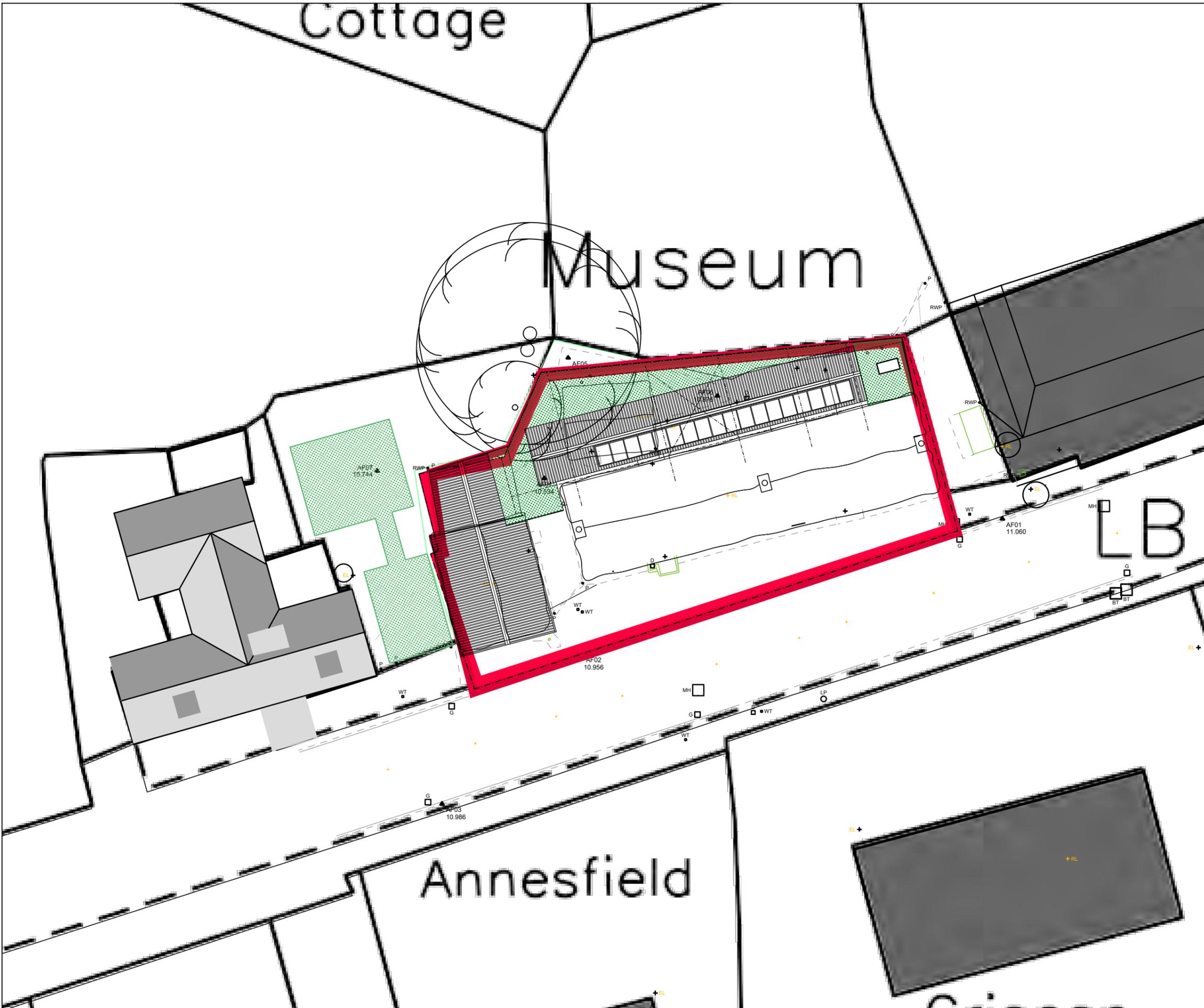
60 Bank Street, Kilmarnock, KA1 1ER
130 Stanley Street, Glasgow, G41 1JH

T: 01563 898228/0141 530 7955
E: mail@pdarch.co.uk

Job / Client: Redevelopment of Glencoe Folk Museum for Glencoe Folk Museum

Drawing Title: Location Plan as existing

Project Architect	AC	Drawn by	AC	Checked by	-
Scale @ A3	1/1250@A3	Job Number	17017	Drawing Number	L 000 A
Date	Oct '17				



Notes

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Rev	Date	Description	Rev by
C	July'22	Revised proposals for PP and LBC	AC
B	Apr'22	Planning and LBC Submissions	AC
A	Mar '22	Neighbour roof plan and lawn added for ease of orientation. Updated proposed extension plan.	AC

Status: Stage 3 - Spatial Coordination



PETER DRUMMOND, ARCHITECT
Architecture - Heritage - Conservation

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130 Stanley Street, Glasgow, G41 1JH

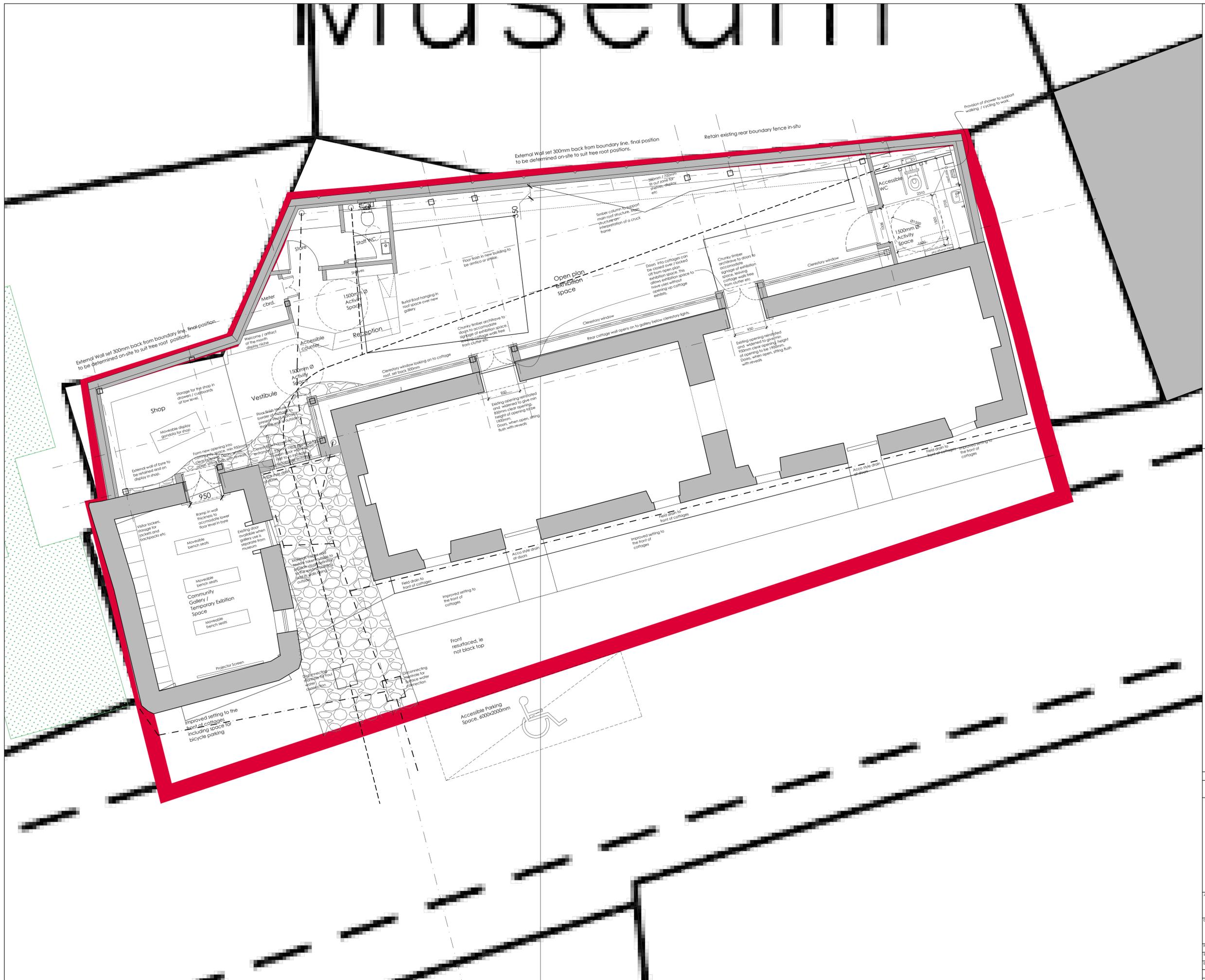
T: 01563 898228/0141 530 7955
E: mail@pdarch.co.uk

Job / Client
Feasibility Study
for Glencoe Folk Museum

Drawing Title
Site Plan
as proposed

Project Architect	AC	Drawn by	AC	Checked by	-
Scale @ A3	1/200@A3	Job Number	17017	Drawing Number	L 003 C
Date	Oct '17				

Notes
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Rev	Date	Description	Rev by
J	Oct'22	Annotation to rear wall and celeratory	PD
H	Aug'22	NHF Submission	AC
G	July '22	Surface and floor drainage shown for JCHP	AC
F	July '22	Revised proposals for PE and LDC Submissions	AC
E	Apr'22	Planning and LDC Submissions	AC
D	Apr '22	Staff AC and accessible WC flipped following meeting with GFM committee. Shower omitted from staff wc facilities.	AC
C	Mar '22	Layout updated following Access Panel meeting. Door opening clear width now 950mm for all public doors. Accessible WC adjusted to have clear 1500mm space on entry. Door moved through 90 deg for improved privacy. WC repositioned to allow for transfer from either side. Wheel position adjusted. Accessible parking space shown near entry.	AC
B	Mar '22	Layout updated following project meeting.	AC
A	Mar '22	A1 in lieu of A3. Internal arrangement and indicative structural layout added.	AC

Stage 3 - Spatial Coordination

pdn
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 Architecture - Heritage - Conservation

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 130 Stanley Street, Glasgow, G41 1JH
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Project: Redevelopment of Glencoe Folk Museum for Glencoe Folk Museum

Drawing Title: Ground Floor Plan as proposed

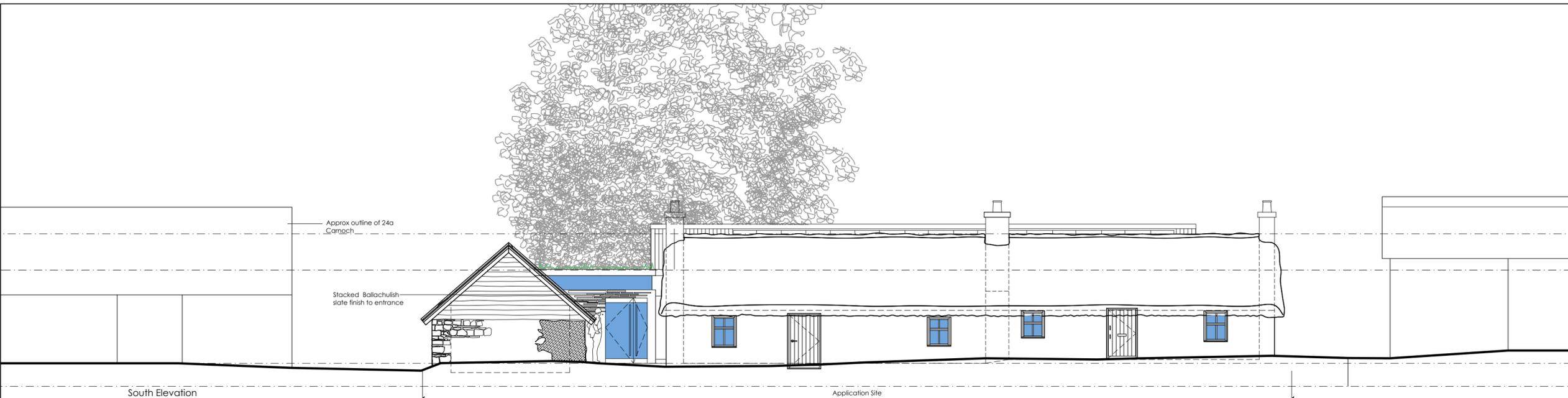
Project Architect	AC	Drawn by	AC	Checked by	---
Scale (A1)	1/50@A1	Job Number	17017	Drawing Number	L006 J
Date	Feb '22				

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Notes

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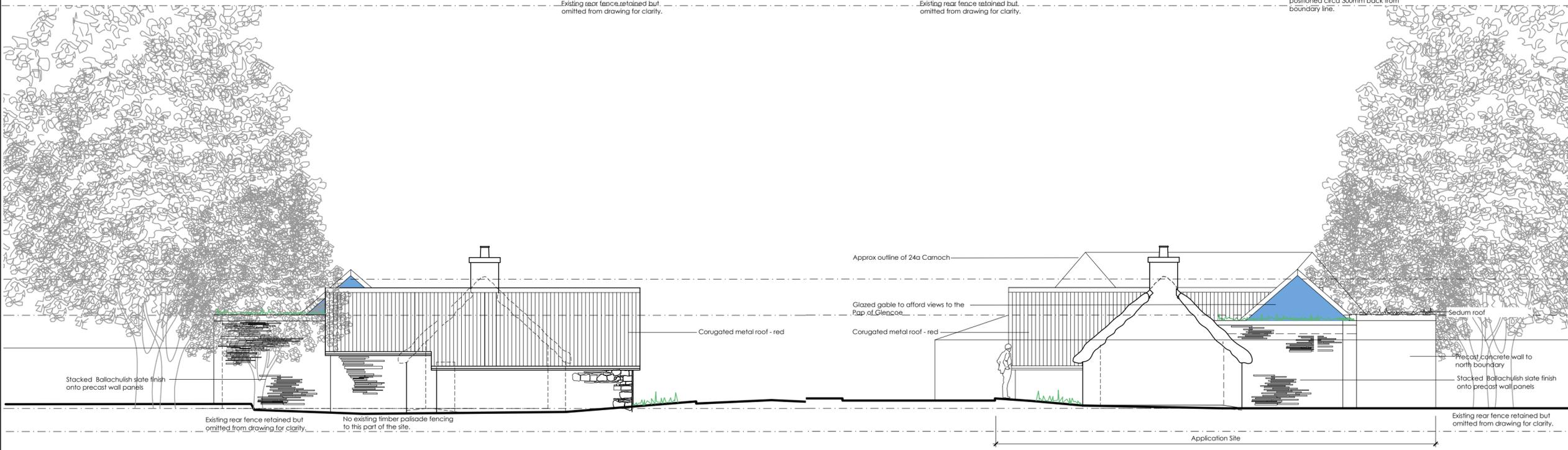
South Elevation

Application Site



North Elevation

Application Site



West Elevation

East Elevation

Approx outline of Nisa convenience store



Approx outline of 24a Carnoch

Approximate window position in gable wall

Existing rear fence retained but omitted from drawing for clarity.

Existing rear fence retained but omitted from drawing for clarity.

Front face of west elevation wall positioned circa 300mm back from boundary line.

Rev	Date	Description	Rev by
D	Oct'22	Gallery West Gable Position Amended	PD
C	Aug'22	NLHF Submission	AC
B	July'22	Revised proposals for PP and LBC Submissions	AC
A	Apr'22	Planning and LBC Submissions	AC

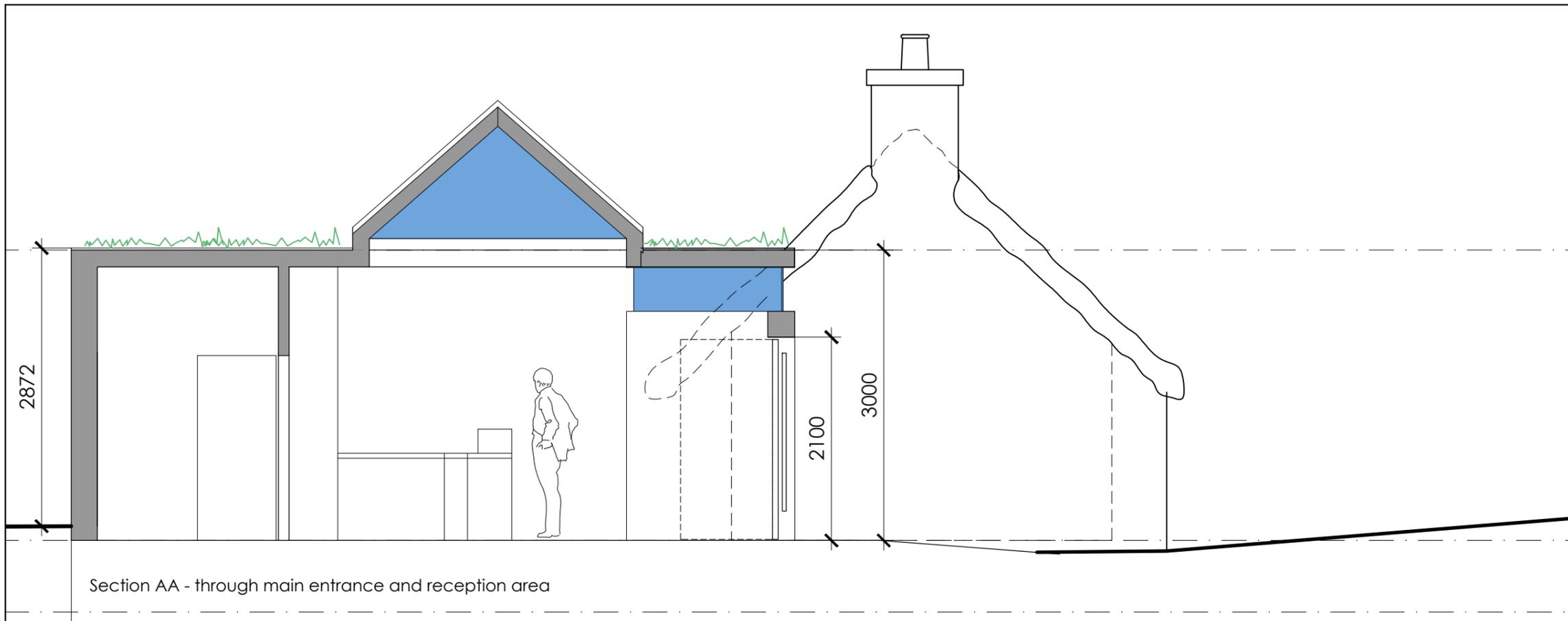
Status: Stage 3 - Spatial Coordination

pda
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60 Bank Street, Kilmarnock, KA1 1ER
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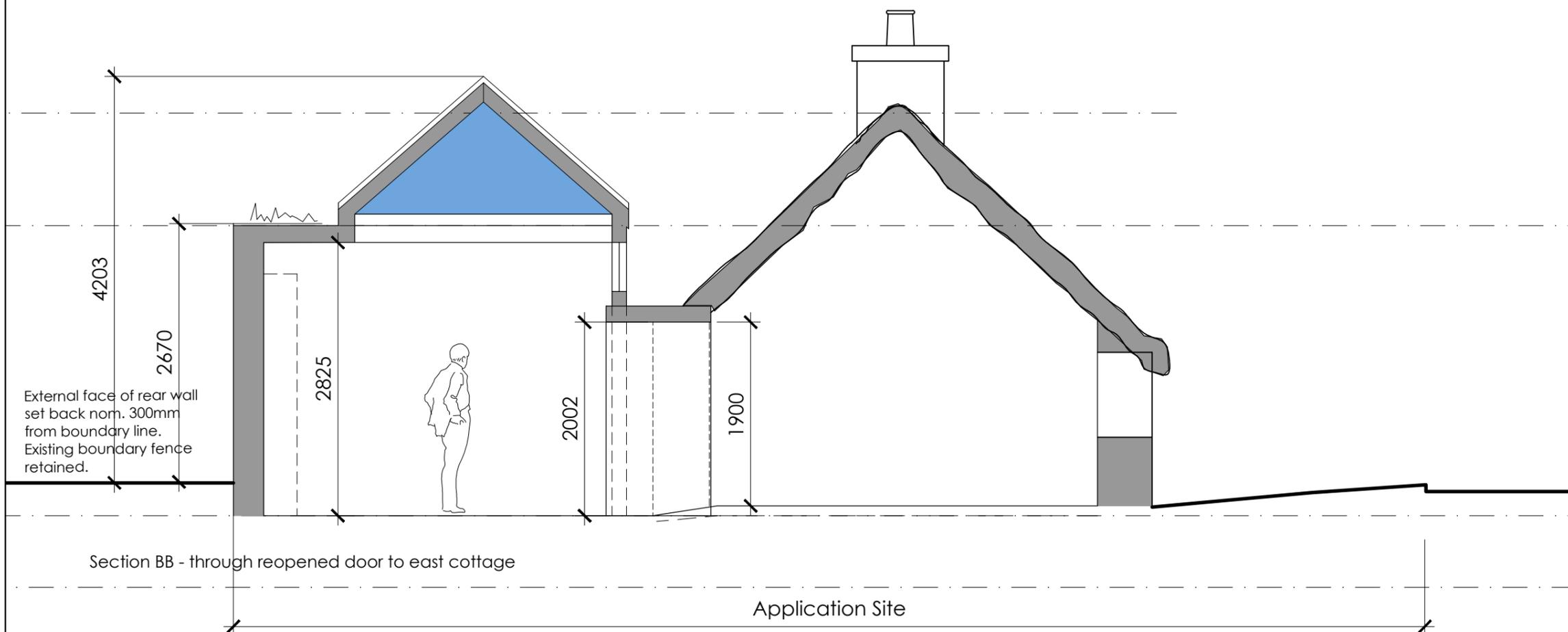
Client: Redevelopment of Glencoe Folk Museum For Glencoe Folk Museum
 Drawing Title: Elevations as proposed

Project Approved	AC	Drawn by	AC	Checked by	-
Scale @ A2	1:100@A2	Job Number	17017	Drawing Number	L008 D
Date	Dec '21				



Section AA - through main entrance and reception area

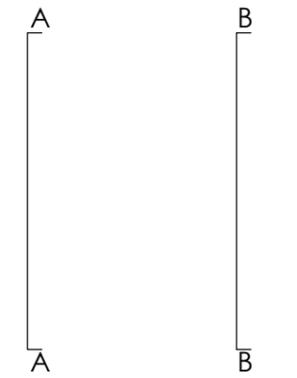
Application Site



Section BB - through reopened door to east cottage

Application Site

Notes
 Do not scale from this drawing. All sizes to be taken and checked on site by the contractor prior to the preparation of shop drawings or fabrication of parts. Any discrepancies should be brought to the immediate attention of the architect.
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Rev	Date	Description	Rev by
C	Oct '22	Annotation on rear wall position/fence	PD
B	Aug '22	NLHF Submission	AC
A	July '22	Revised proposals for PP and LBC	AC

Status: Stage 3 - Spatial Coordination

pda
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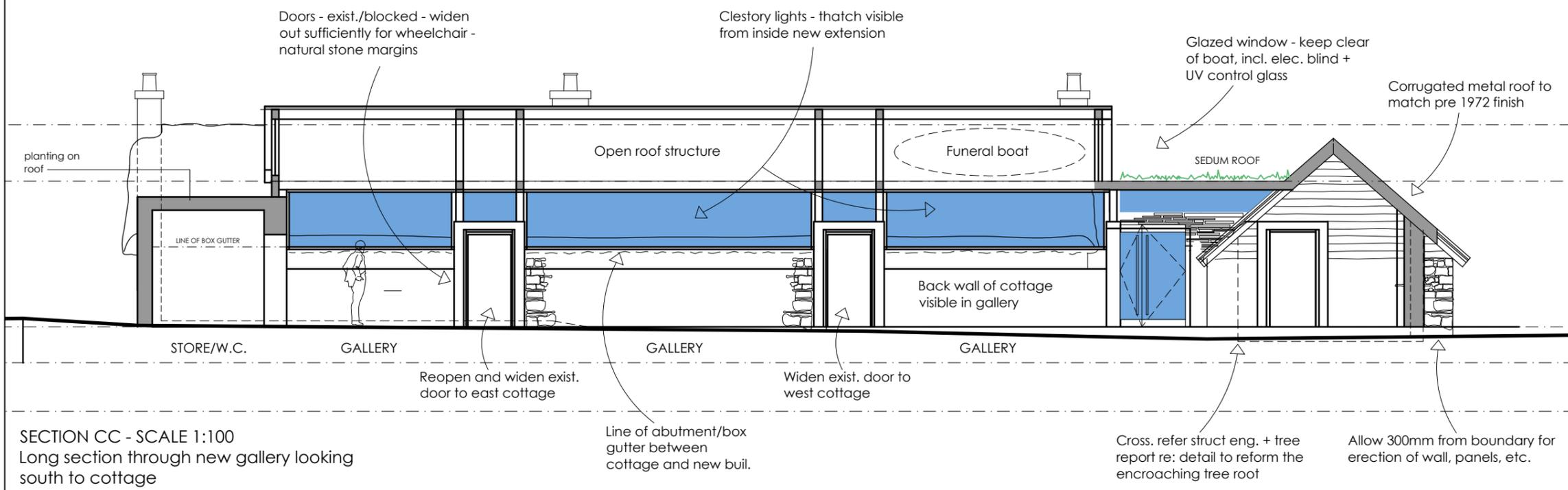
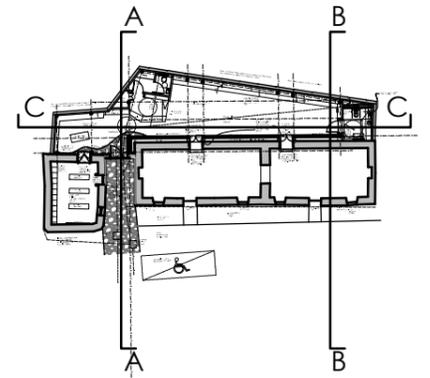
Job / Client: Redevelopment of Glencoe Folk Museum for Glencoe Folk Museum

Drawing Title: Cross Sections as proposed			
Project Architect: AC	Drawn by: AC	Checked by: -	
Scale @ A3: 1/50@A3	Job Number: 17017	Drawing Number: L 011 C	
Date: May '22			

Notes

Do not scale from this drawing. All sizes to be taken and checked on site by the contractor prior to the preparation of shop drawings or fabrication of parts. Any discrepancies should be brought to the immediate attention of the architect.

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SECTION CC - SCALE 1:100
Long section through new gallery looking south to cottage

Rev	Date	Description	Rev by
Status			

Stage 3 - Spatial Coordination



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Job / Client
Redevelopment of Glencoe Folk Museum
for Glencoe Folk Museum

Drawing Title
Long Section and details
As Proposed

Project Architect	AC	Drawn by	AC	Checked by	-
Scale @ A3	1/100@A3	Job Number	17017	Drawing Number	L 012 -
Date	May '22				

RECENT PHOTOGRAPHS









DESIGN STATEMENT

(EXTRACTS)

Design Evolution

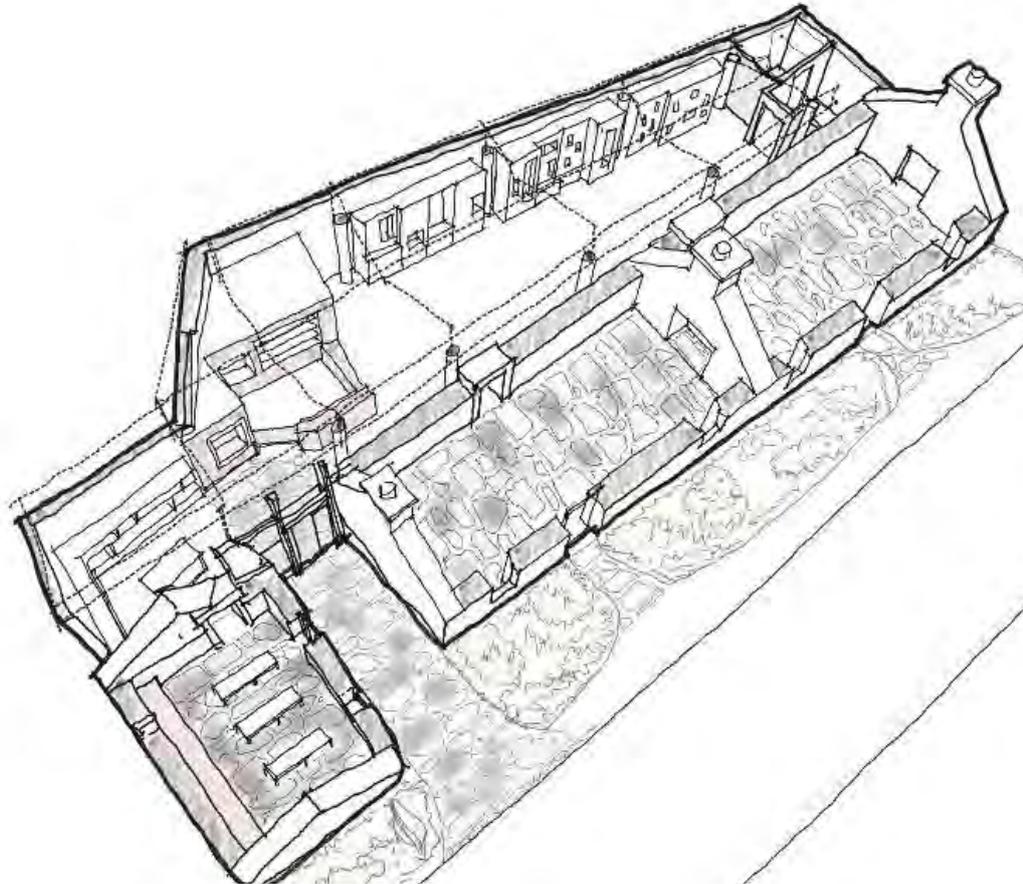


Figure 37: Proposed Internal Layout (PDA, 2022)

- 7.27 A design challenge with the site is the limited space available. For the Museum to put its best foot forward and ensure viability needs to maximise the space and volume available for the display of the artefacts and local ephemera that has been amassed over the past 60 or so years. To mitigate the challenge of the small plan size we have made the volume of the building as large as we think it can reasonably be whilst sitting within the one and half storey height context of the street.
- 7.28 A key element of the design solution is the reinstatement of the original setting to the front of the cottages. This will involve the removal of the hard standing and replacing it with soft landscaping..
- 7.29 The entrance to the buildings is set at the back of the space between the Byre and the west gable of the cottage. The design intent here is to maintain the primacy of the existing building and their historic relationship with the street. The surface finish of the external entrance way will continue inside to provide a visual definition to the rear of the cottage, which although being inside the new extension, should be read as being outside.
- 7.30 By creating a larger volume we can then start to think about how some of the key artefacts might be displayed. The coffin boat is one of the most significant local history objects to be displayed in the Museum. Unfortunately it is also one of the largest. With floor space a premium it seemed sensible to float the boat in the volume of the extension and make a feature exhibition around this and the story of Eilean Munde in Loch Leven. So the objects are informing the design and the constraints of the site are providing design opportunities as to how we can maximize the display space for objects.

8.0 THE DESIGN



Figure 41: Design Model of Finalised Revised Design (PDA, 2022)

8.1 The revised design is based on three principles, based on feedback received following publication of the original proposals for the site:

- The ridge line of the proposed extension should not dominate that of the adjacent cottage in order to avoid any impact on the townscape, particularly when tested from street views.
- Lowering the proposed roofline on the west and southwest of the site, including the new entrance, in order to minimise the impact on the adjacent dwelling and also preserve the views on the approach eastwards along the main street.
- Amending materials. The new roof will retain an area of “green” flat roof to attenuate rainwater run-off, however the pitched central section will be finished in a red oxide colour reflecting traditional roofing forms in the West Highlands.

8.2 Accommodation to be provided comprises:

- A new entrance, reception, and ticketing area which will allow visitors – especially those with mobility issues – to queue under cover without impeding on the gallery spaces.
- Approximately 65m² of new, environmentally controlled gallery space used for the most sensitive exhibits such as the coffin or funeral boat – which will be suspended from the ceiling - and fabric/leather/bone items which are susceptible to poor conditions.
- Upgraded thematic galleries within the existing cottages, with heightened doorways to the new gallery allowing a sequential circulation route through the collection and minimising the risk of bottlenecks.
- Reworking of the byre to provide a multi-use community, classroom, and activity space which will allow the museum to incorporate a wider range of uses including school groups.
- A small shop and display area, helping generate income for the museum and contributing to financial sustainability.
- A staff toilet area with storage.
- A new wheelchair accessible toilet and baby-changing area.

- 8.3 The existing cottage will be refurbished and repaired. Replacement of existing dilapidated and leaking thatch coverings has been separately consented however this will be widened to include the removal of the existing asbestos cement base layer and replacement in a more appropriate material, extending the lifespan of the materials and maintaining the external appearance of the property. Subject to securing additional funding the existing modern floor will be replaced in limecrete, incorporating underfloor heating to provide a more stable environment, and any historic slabs will be reinstated as the wearing surface. Windows and doors will be upgraded in a traditional pattern.
- 8.4 The existing byre will also be refurbished. The current heather thatch has failed completely, with water being shed by a modern membrane. This will be replaced by a traditional corrugated red iron oxide coloured sheet of the type traditionally used in the West Highlands from the mid-19th Century onwards. As with the cottages, a new limecrete slab will be provided incorporating concealed heating to allow use of the full floorspace. Masonry walls will be repaired on a like-for-like basis and new external joinerywork installed.
- 8.5 The modern buildings to the rear will be dismantled and removed from a site. A programme of archaeological evaluation will be undertaken to ensure that there are no important deposits and an appropriate mitigative strategy put in place to ensure that any artefacts or building remains are properly recorded.
- 8.6 The extension comprising new entrance/reception, gallery, and toilet space will be constructed directly to the rear of the cottages and byre in order to allow covered linkages between the various component buildings. It will utilise a freestanding structure visible internally, acknowledging the exposed half crucks in the original cottages, with low maintenance, prefabricated non-loadbearing external walls incorporating decorative West Highland slate aggregate finish on the outer faces. To the rear and over the entrance there will be a flat roof finished in sedum. Over the main gallery will be an open truss pitched roof with exposed timber structure, finished externally in red corrugated panels with photovoltaic micro renewables. At each end of the pitched roof will be glazed gables, allowing light to enter the space and providing visitors with a view to the Pap of Glencoe.
- 8.7 It is not possible to drop the ridge below that of the existing cottage and still maintain sufficient space for the display of the boat however the revised arrangement is only marginally higher and, because of sight lines, will not generally be visible to people on the adjacent main street. It will use traditional corrugated metal sheeting of a type similar to 19th Century vernacular structures and therefore will not appear out of place where it can be glimpsed.
- 8.8 The new entrance will be set back to a line on or close to the rear wall of the cottages, with an eaves height of circa 3m such as to ensure that it is not unduly prominent on either of the main approaches to the site but nonetheless remains visible to visitors for intuitive navigation. It will be wheelchair accessible, with paved external and internal surfaces.

Townscape Impact

- 8.9 The design has been tested on key views from the main street and has minimal impact on distant to mid-ground views due to the set back from the main building line and screening of adjacent buildings which sit forward of the historic cottages.



Figure 42: Sketch or Photomontage Approach from the Southwest (Google, 2021)



Figure 43: Sketch or Photomontage Approach from the Southwest (Google, 2021)



Figure 44: Sketch or Photomontage Approach from the Northeast (Google, 2021)

Interpretative Scheme

- 8.10 As part of this project, the cottage and a selection of collections will undertake a conservation process, with the aim of improving their conditions before their redisplay in the redevelopment. Repairs and restorations such as repairing the historical structure within the cottage and restoring the coffin boat to a controlled standard, will allow for the heritage to better kept. The Care & Conservation and Management & Maintenance Plans will ensure that the collection is cared for long-term as the organisation becomes financially sustainable to manage these conditions.
- 8.11 The new galleries will feature modern and accessible interpretation techniques including physical and digital engagement and interactivity throughout the Museum and opportunities for on-gallery interpretative programming. By connecting with the local communities through consultations and community engagement sessions, the team will create a Museum that steps back from the curatorial voice and literally uses and embraces the voices of the people to tell their stories. Through evaluation we will learn that this approach successfully builds a stronger connection between visitors and the community, while offering more personal and accessible perspectives of the collections which enriches the visitor experience. The Museum will also be able to offer remote access to Glencoe heritage, with further collections and interpretation featuring online.
- 8.12 The outline interpretative proposals are attached at Appendix Four. The proposals envisage a thematic layout for the exhibitions, focusing on four areas: place, clans, roots/lives, and the cottages. They will be set out sequentially in a way that allows the story of the collection to be told in a legible, intuitive manner. High quality display cases will be used throughout, designed to accommodate the exhibits whilst retaining flexibility for future changes.

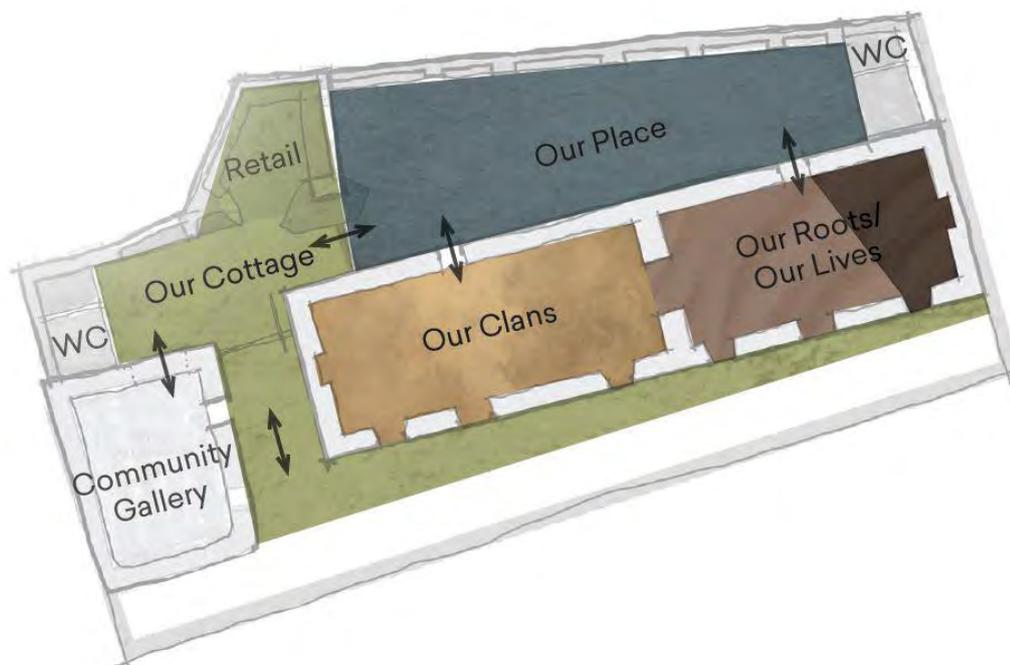


Figure 45: Interpretative Layout (Mather & Co, 2022)

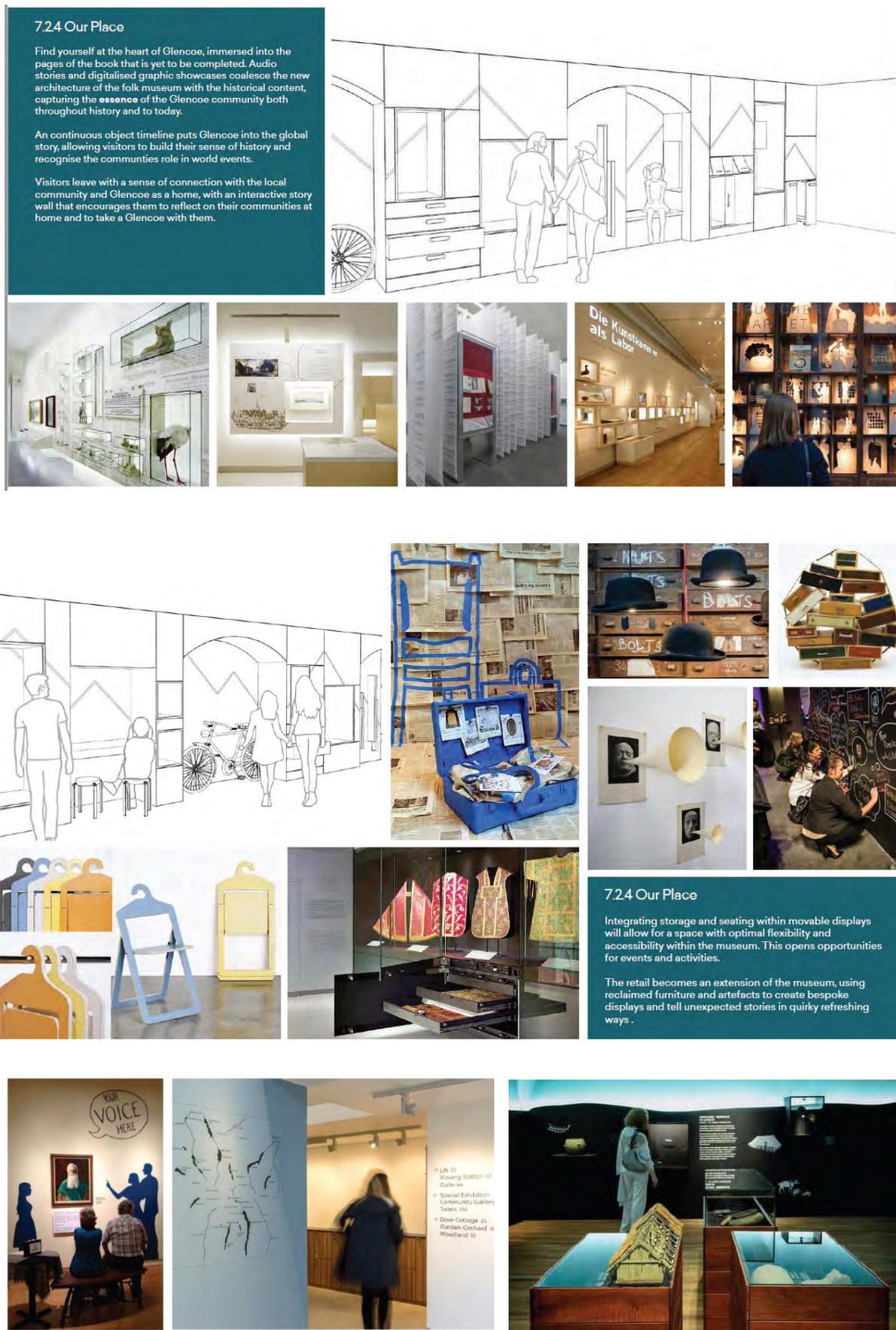


Figure 46: Interpretative Layout (Mather & Co, 2022)