

DARTMOOR NATIONAL PARK AUTHORITY



**Bellever and Postbridge Trails
Interpretation Project**

CONTRACT

THIS CONTRACT is made this **06** day of **December** 2018

BETWEEN :

- (1) **Dartmoor National Park Authority** of Parke, Bovey Tracey, Newton Abbot, Devon TQ13 9JQ ("Authority"); and
- (2) **Far Post Design Limited No. 63200045 of The Studio, 4 Upper Crooked Meadow, Okehampton, EX20 1WW** ("the Contractor")

WHEREAS :

- A. DNPA wishes to enter into a contract with the Contractor for the research design and implementation of an interpretation project in order to develop greater public understanding and enjoyment of the special qualities of the Bellever and Postbridge area ("the Services").
- B. The description of the Services is set out in the Invitation to Tender ("the Specification") at Appendix 1.
- C. The Contractor has by tender response dated 12 October 2018 ("the Tender Response") (Appendix 2) has agreed to carry out the Services in accordance with the Specification for the fixed price of £25,780 plus VAT.

D. The Contractor has agreed to complete the Services on or before 28 June 2019

NOW IT IS HEREBY AGREED that:

1. The Contractor will upon and subject to: -

- this contract
- the Specification (Appendix 1)
- the Tender Response (Appendix 2)

carry out the Services and the Authority will pay to the Contractor the sums as shall become due in accordance with this contract.

2 Provision of the Services

- 2.1 The Contractor shall perform the Services in accordance with the Specification together with such written or oral instructions as may from time to time be given by or on behalf of the Authority.
- 2.2 The Contractor warrants that the Contract will be performed with all due skill, care and diligence, and in accordance with good industry practice and legal requirements
- 2.3 Any failure to provide correctly formatted, accessible copies of reports, text, drawings, illustrations, plans and other documents in a Microsoft Office compatible electronic format capable of further editing (not read only) shall be taken to be a failure to deliver proper performance under this contract.
- 2.4 If there is any conflict between the provisions of the Contract, the conflict shall be resolved in accordance with the following order of precedence: (i) these General Conditions of contract, (ii) the Specification and (iii) the Tender Response.

3 Quality and Description

- 3.1 The Services shall conform as to the quantity, quality and description with the particulars stated in the Specification;
- 3.2 The Authority reserves the right to amend the Specification including the substitution, deletion and addition of conditions and requirements, **PROVIDED ALWAYS** that no amendment shall be made without the Contractor first being afforded the right to make representations to the Authority **AND** also given the opportunity to indicate whether there will be a supplemental charge in respect of any additional work consequent upon the proposed amendment which the Contractor believes was not in the contemplation of the parties at the date of signing this contract.

4 Invoicing & Payment

The Authority will pay to the sum of £25,780 + VAT in respect of proper performance of the Specification as specified in this contract and in accordance with the milestones for payment set out in the Specification.

- (a) The sum of £6,445 + VAT on signing of the contract
- (b) The sum of £10,312 + VAT on agreement of design details
- (c) The sum of £6,445 + VAT on completion of build and installation
- (d) The balance of £2,578 + VAT upon the satisfactory completion of contract

Progress and performance under the contract shall be deemed satisfactory unless DNPA has stated reasoned dissatisfaction within 15 days of the matter causing concern arising.

All payments will be made within 30 days of receipt of a written invoice.

5 Confidentiality

The Contractor shall not disclose to any person, firm or company any information of a confidential nature obtained in any work under this Contract and for the avoidance of doubt this obligation of confidentiality shall continue beyond the termination of this contract, without limit of time.

6 Assignment or Sub-Contracting

The Contractor shall not assign sub-contract sub-rogate or transfer the Contract or any part or parts thereof to any other person, firm or company, except with the prior written consent of the Authority

7 Intellectual Property Rights

All intellectual property rights (including but not limited to copyright and moral rights) in the Services created by the Contractor, its employees, agents and any subcontractors will vest in the Authority absolutely on creation.

To the extent any such intellectual property rights do not automatically vest in the Authority, the Contractor, its employees, agents and any subcontractors will hold the same on trust for the Authority and promptly execute any document necessary to assign any such intellectual property rights, at no additional cost to the Authority.

The Contractor agrees and undertakes that the Authority's organisational name, logo or other identifying mark shall not be used without prior written approval from the Responsible Officer.

8 Data Protection

The Contractor shall comply in all respects with the provisions of the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) (GDPR) and will indemnify the Authority against all actions, costs, expenses, claims, proceedings and demands which may be brought against the Authority which arises from the use, disclosure, transfer or other processing of personal data by the Contractor or any person employed by the Contractor or acting on the Contractor's behalf (whether with or without the knowledge of the Contractor). In particular the Contractor must ensure that:

- appropriate security controls are in place to protect any personal data that is processed by the Contractor as part of the contract
- no personal data is retained by the Contractor at the conclusion of the contract
- that any personal data breach leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data be reported to the Authority in writing with 48 hours of the breach.

If the Contractor has any queries in relation to this clause, including ascertaining whether personal data processing will form part of the contract, they should contact dataprotectionofficer@dartmoor.gov.uk.

9 Freedom of Information

This Contract shall be subject to the provisions of the Freedom of Information Act 2000 and the parties acknowledge that the Authority shall comply in all respects with the provisions of the Act and in particular shall communicate to any persons making a request under the Act all and any information contained in or relating to this Contract where required by and in accordance with the provisions of the Act

10 Health & Safety at Work

The attention of the Contractor is directed particularly to the responsibilities of employers under the Health and Safety at Work Act 1974 etc (as amended) and Codes of Practice issued by the Health and Safety Executive. The Contractor shall at all times be responsible for ensuring safe systems of work, suitable and safe equipment and a safe working environment for all activities coming under the scope of this contract.

11 Bankruptcy/Liquidation etc.

In the event of the Contractor becoming bankrupt or making a composition or arrangement with its creditors or having a proposal for a voluntary arrangement for

a composition of debts or scheme or arrangement approved in accordance with the Insolvency Act 1986, the Authority shall be at liberty to cancel the Contract by notice in writing without compensation to the Contractor.

12 Corruption

The Authority shall be entitled to cancel the Contract and to recover from the Contractor the amount of any loss resulting from such cancellation, if the Contractor or any person employed by him or acting on his behalf (whether with or without the knowledge of the Contractor):

- (a) has offered or given or agreed to give any person a gift or consideration of any kind as an inducement or reward for doing or forbearing to do, or for having done or forborne to do, any action in relation to the obtaining or execution of the Contract, or any other Contract with the Authority; or
- (b) has shown favour or refrained from showing disfavour to any person in relation to the obtaining or execution of the Contract, or any other Contract with the Authority; or
- (c) has committed any offence under the Bribery Act 2010, Prevention of Corruption Acts 1889 & 1916; or
- (d) has given any fee or reward the receipt of which is an offence under Section 117(2) Local Government Act 1972

13 Force Majeure

Neither the Authority or the Contractor shall be liable to the other for any delay or failure by either party to perform its obligations under the Contract if any such delay or failure arises from any cause or causes beyond the reasonable control of either party, including, but not limited to lightning, earthquakes, riots, acts of terrorism, regulations or orders of any Government, agency or subdivision thereof

14 Variation of Contract

The Contract and its provisions shall only be capable of amendment by a written agreement signed by the parties.

15 Termination

The Authority reserves the right to terminate the Contract forthwith if at any time it considers that the Contractor is in material or serious breach of his obligations under the Contract or that any terms and conditions of the Contract are not being performed in a proper and businesslike manner or to the true intent and meaning of the same.

The termination of the Contract shall have no effect upon the accrued legal rights and obligations under this Contract between the parties.

16 No contract of employment

The parties agree and declare that they enter into this contract as independent contracting parties and that there is no intention to create any contract of employment or mutuality of obligation as employer and employee.

17 Insurance and Indemnity

The Contractor shall indemnify and keep indemnified the Authority from and against any liability, loss, claim or proceedings whatsoever arising under any statute or at common law in respect of personal injury or death of any person whomsoever arising out of or in the course of or caused by the execution of this Contract, and from and against any action, claims, demands, damages, loss, costs or expenses whatsoever and howsoever which may be brought against the Authority or which the Authority may be called upon to pay arising out of or in connection with work carried out under the Contract unless caused by the negligence of the Authority or its employees.

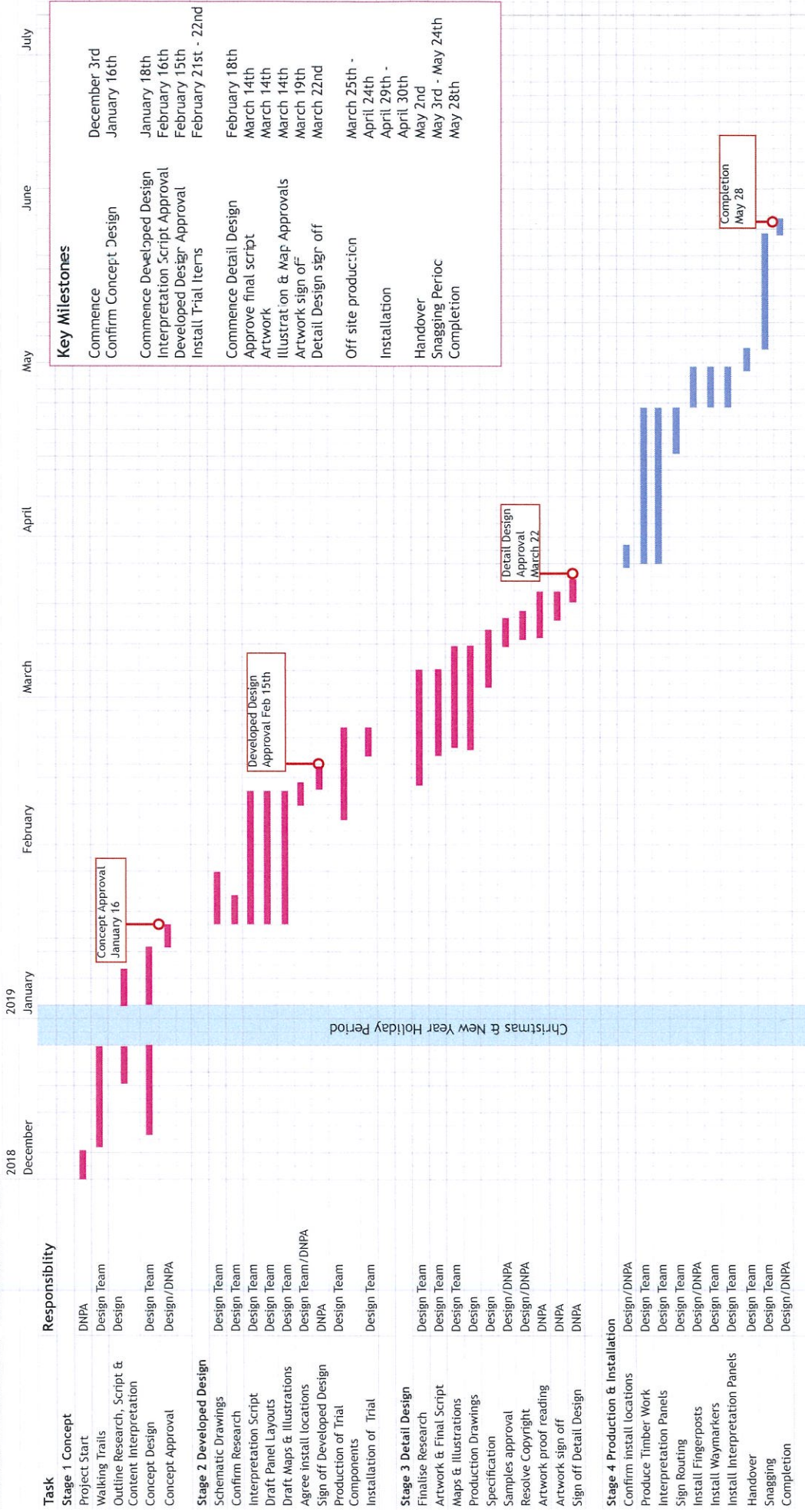
The Contractor shall at its own cost effect and maintain with a reputable insurance company a policy or policies of insurance providing an adequate level of cover in respect of all risks that may be incurred by the Contractor arising from its performance of this Contract and supply the Authority with copies of such policy or policies upon request.

AS WITNESS the hands of the said parties:

| | | | |
|----------|---|--------|--|
| For | Dartmoor National Park Authority | | Far Post Design Limited |
| Signed |  | Signed |  |
| Name | <u>Mark Suott</u> | | <u>MICHAEL CASHMAN</u> |
| Position | <u>Finance Services Manager</u> | | <u>MANAGING DIRECTOR</u> |

Bellever & Postbridge Trails Programme

PROJECT PROGRAMME - November 27th 2018



Dartmoor National Park Authority

Postbridge Visitor Centre - External Interpretation Plan



Date: June 2018

CONTENTS

| | |
|--------------|--|
| Page 1 | Introduction |
| Page 2 | Aims & Objectives |
| Page 3 | Audience Profile |
| Page 4 - 5 | Storyline, Content & Themes |
| Page 6 | Interpretation Content Table |
| Page 7 | Interpretation Content Diagram |
| Page 8 - 9 | Realising Proposals |
| Page 10 - 13 | External Interpretation Proposals |
| Page 14 | Appendix 1 - External waymarker & fingerpost requirements for proposed trails. |

Introduction

Vision

The vision for Postbridge Visitor Centre and the proposed complimentary external interpretation is to create a linking story incorporating the Bronze Age with the landscape in the Postbridge area. The intention will be to reveal and make more accessible the finds and stories behind the recent archaeological finds on White Horse Hill, particularly the burial Cist. This will form the fore front to the interpretation which will have the headline theme of Life, Death and Landscape.

The aim is to encourage visitors to engage with the story in the Visitor Centre and encourage them to explore the surrounding landscape.

Forged by fire; fashioned by the hands of time and people. The story of Dartmoor's cherished and protected landscapes and wildlife is one of powerful geological forces, relentless weather and more than 4,000 years of human activity.

The ultimate vision is to establish a new visitor experience rather than just an exhibition. It is proposed that this be achieved through multi-layering of interpretation such as display of artefacts, graphic interpretation, hands-on interactivity, use of models and audio visual content.

External interpretation will combine panels with other elements such as letter boxing exhibits which will link the interior and external environments.

The outcome will inspire all to understand and explore the rich archaeological heritage of the Dartmoor landscape.

The Strategy

The Dartmoor National Park Authority is responsible for the Postbridge Visitor Centre and access to the local landscape. They along with other stakeholders are proposing to establish an immersive interpretive experience.

This is proposed to consist of a new visitor centre heritage experience that links to landscape, accessible trails and heritage. Encouraging visitors to the area to enjoy Dartmoor's natural and cultural heritage and to respect and help to protect it.

The Concept Interpretation Goals are;

- Visitor friendly orientation
- Multi-layered interpretation to appeal to broad learning styles and audiences
- To present the Dartmoor Story
- Support and promote the Dartmoor National Park
- To make the unique qualities of the Dartmoor landscape and heritage easily accessible
- Raise the understanding and enjoyment of park visitors
- Increase the value of the Postbridge area as an educational resource
- Promote and increase the awareness of the role of Dartmoor National Park Authority
- Help to support the local economy by establishing Postbridge as a destination, encouraging visits from a wider area
- Seek to make visits to the area enjoyable and satisfying

Aims and objectives

Aims

The overall aim for the Concept Interpretation Plan is to create a scheme that tells the story of Dartmoor through Life, Death & Landscape during the Bronze Age within the Postbridge Visitor Centre. This will then link to external interpretation located within the area of the village of Postbridge which will compliment the key story elements. Delivering the aims set out below will be achieved through a coordinated process of good access, interpretation, marketing, education and other special activities.

- Greater access, learning and engagement
- Connect with families and family-friendly activities
- Engage primary and secondary schools
- Encourage new visitors and people who already know Dartmoor
- Create appreciation of the story
- Capture an evocation of the atmosphere of Dartmoor and the landscape
- Explore the stories connected with the people of Dartmoor from the Bronze Age
- To seek to utilise sensory interpretive solutions alongside technological solutions
- To be informative so that visitors can learn something new and unexpected
- To appeal to a wide range of visitors with different backgrounds and interests
- Encourage repeat visits by seeking to create layers of interpretation and options for change

Objectives

The interpretation will be evolved to support a general learning outcome through a variety of interpretive methods and media.

We would also seek to achieve the following objectives through interpretation to ensure visitors are;

- Welcome
- Surprised and engaged
- Included
- Curious and stimulated
- Informed
- Keen to explore the wider landscape
- Connected with the heritage
- Appreciative and respectful of the story

Learning - what visitors will want to discover and learn through the interpretation:

- The story of the Cist
- Bronze Age ritual and beliefs
- The changing Landscape; how it was shaped by human intervention
- The people of the Bronze Age, who were they, how did they live?
- Early Farming
- Settlements in the local area
- What they can explore and see today, the signs of the past
- Respect for the environment and those who have and still do earn their living from it

Behavioural - what we want them to do or be inspired by through the interpretation

- Keen to find out more, to ask questions.
- Wonder at the skills and knowledge of the people who created the settlements and lived on Dartmoor.
- Appreciate how archaeology enables signs of the past to be understood in the present.
- Look at ways that they might explore artistic or hands on activities to discover the past.
- Be encouraged to learn more about the Bronze Age, the science of metallurgy, textiles, decorative adornment, the building technology.
- Investigate how individuals may have lived and died and discover the skills they needed in order to live in the Dartmoor landscape.
- Encourage, by word of mouth and through social media avenues, others to visit and explore.
- Visit again.

Audience Profile

The likely audiences have been identified and through experience and past knowledge of other similar heritage sites a broad breakdown of visitors would be as follows:

- UK Tourists
- Overseas visitors, either as individuals or in groups
- Informal learners
- General visiting public
- Local residents
- Archaeological enthusiast groups and individuals
- Groups and societies
- Families with children
- Educational establishments - potentially primary and secondary school pupils

As the generalised list suggests, any interpretation solution will need to appeal across a broad and diverse demographic. This means it should be as accessible as possible to as wide a range of audiences as the scope of the project allows and the available budget dictates.

Due consideration will need to be given to potential visits from a variety of local schools and colleges. The pupils' and students' interests would range from Key Stage 1 through to 4 and perhaps beyond into sixth form level.

Possible educational links

Art and Design - investigate physical adornment through decorative items. Explore the materials used for clothing to create protection from climatic conditions. Consider the development of early textiles and weaving.

Geology & Geography - to understand the process of man's intervention in the landscape. How it is shaped and changed through agriculture, farming, shelters, settlements and memorial. To investigate how the available natural mineral and land resources developed new technologies used for farming, self protection and trade.

Science - method and chemistry involved in creating the materials and tools used from the raw materials such as copper, tin, timber, stone and clay.

Technology - exploring how roundhouses and farming enclosures were constructed. How the methods used were a result of the local environment and investigating if they have any reference or connection to today. Looking at the production of tools both stone, flint and metal working and the production of pottery.

Engineering - construction methods and lifting mechanisms used such as levers and load bearing properties of building material.

Maths - quantities of material, manual labour needed as compared to modern methods. Amount of land required to provide food for average size settlements.

History - learn how the people of Dartmoor began to shape their society and consider any similarities with the modern world. Particularly investigating the likely routine of daily life and the beginning of ritual and belief. Look at the creation of individual memorials and why this might have been done.

Storyline, Content and Themes

The storyline and content will be a series of themes that provide a coherent narrative. The interpretative storyline summarises the key messages that visitors should absorb and experience without having to work too hard. All interpretation will be multi-layered, easily understood and accessible.

The main themes for interpretation are as follows:

Introduction

General overview of the Visitor Centre, incorporating its objectives, the story presented, broad description of exhibits and recommendations to the visitors with regards how they can best experience the centre and the surrounding landscape of Dartmoor.

The story of prehistoric Dartmoor Life will be presented through the main themes of Life, Death and Landscape during the Bronze Age some 4000 years ago.

This main storyline approach will be reflected in the Visitor Centre interpretation. It is intended that elements of these main themes will also reflect Dartmoor Life during later periods through the proposed external interpretation.

The Bronze Age was the time when metals first began to be made and used in Britain and spans the period between 2,300 - 700BC (4,000 years ago). Working with bronze was only one of the many changes that happened during this long period.

From Stone to Bronze

A wide range of artefacts are associated with the Bronze Age. The earliest of these are the tools made from stone, especially flint, which had been central to human survival in Britain until the widespread adoption of metal.

Bronze is an alloy of copper (90%) and tin (10%). For a short period prior to 2,300BC copper alone had been used, but bronze provided a more durable metal and produced a tougher tool and a sharper edge.

A landscape of ceremonial places

The Early Bronze Age is characterized by its ceremonial monuments, stone circles, stone rows and standing stones. Stall Moor stone row on Dartmoor is the longest stone row in the world (measuring 3.4 kilometres). Sixty percent of all stone rows to be found in England are on Dartmoor and a third of all stone rows in the UK and Brittany are on Dartmoor.

A landscape of monumental burials

Unlike modern cemeteries, burial monuments were not confined to special enclosures. Instead they were spread widely throughout the landscape. The period saw the beginning of cremation and single rather than collective burials in barrows (mounds of earth) and cairns (mounds of stones).

Burials provide an important source of information, as funeral rites and ceremonies have left traces of charcoal which can be dated. They may also contain human bones or cremated ash and grave goods. Unfortunately, the acidic nature of Dartmoor's peaty soils means that organic remains rarely survive.

A landscape of settlements

It was not until the middle of the second millennium BC that people started to live in permanent settlements on Dartmoor. During this period the majority of Dartmoor's hut circles (Bronze Age houses) were built. More than 5,000 hut circles can still be seen on the moor. Bronze Age settlements vary from single buildings to groups of houses, and from large settlements within stone built enclosures, to settlements attached to small field systems.

A landscape of agriculture

By the early Bronze Age there had been a change from the nomadic way of life to a more settled lifestyle. The landscape had been gradually changed from a wooded one to an agricultural one, where animals were herded and crops were cultivated.

A landscape of field systems

The second millennium BC saw the start of the creation of a more familiar Dartmoor landscape framed within field walls and boundaries. These boundaries, which survive as low stone and earth covered banks, are called reaves and are internationally famous.

Whitehorse Hill

An Early Bronze Age Burial

The discovery of the cremation burial located within a stone cist on Whitehorse Hill will be a major storyline feature within the interpretation. It will illustrate the theme of death within the Dartmoor Life story through an 'experience exhibit'.

In August 2011 the excavation of a prehistoric cremation burial, discovered in a stone built cist on Whitehorse Hill, one of Dartmoor's highest points, began a three year long investigation involving specialists from the British Museum, eight British and four overseas universities. Their work has stripped back the centuries to reveal what life and death was like on Dartmoor 4,000 years ago.

The burial contained the cremated remains of a young woman along with her burial goods. These included an intricately coiled basket containing a variety of beads, thought to have originally been one stunning necklace, a carefully woven bracelet decorated with tin studs, and two sets of wooden studs, most probably worn in the ears and lips. The whole burial was wrapped in a brown bear pelt. Organic remains do not usually survive in Dartmoor's acidic soils which makes these finds especially significant.

Dartmoor's landscape continues to reveal its prehistoric secrets

Standing at over 600m above sea level, Whitehorse Hill is one of Dartmoor's highest points. In 2001, a prehistoric burial cist (a stone built chest) was discovered here when one of the stones fell out of the peat mound which was concealing it. The decision was taken to excavate it to recover any archaeological and past environmental information which it might still contain.

This excavation took place in August 2011 and a burial deposit lying on the base stone of the cist was revealed. This comprised cremated human remains wrapped up in an animal fur, along with a number of other grave goods.

Due to the delicate nature and potential importance of the deposits, they were taken to Wiltshire County Conservation Laboratory, where they have been painstakingly micro-excavated (dug in 1cm horizontal splits) over many months.

National and international specialists have been involved in carrying out the detailed analysis to reveal the secrets of the burial, which includes an astonishing number of perforated shale beads, some amber beads, jewellery and intricately woven textiles. This is now considered to be the most important assemblage of prehistoric grave goods ever recovered from Dartmoor and indeed from the whole of the South West of England. The survival of the organic remains is also seen to be of international importance.

"The number and variety of beads is astonishing with the amber having most probably originated from the Baltic area. When all the beads were strung, they must have formed a magnificent necklace." Jane Marchand, Dartmoor National Park Authority's former Senior Archaeologist now retired.

Analysis of peat samples taken from alongside the cist will reveal what the landscape was like when the cist was built, together with evidence of what plants, trees, animals and insects were present in the area at the time.

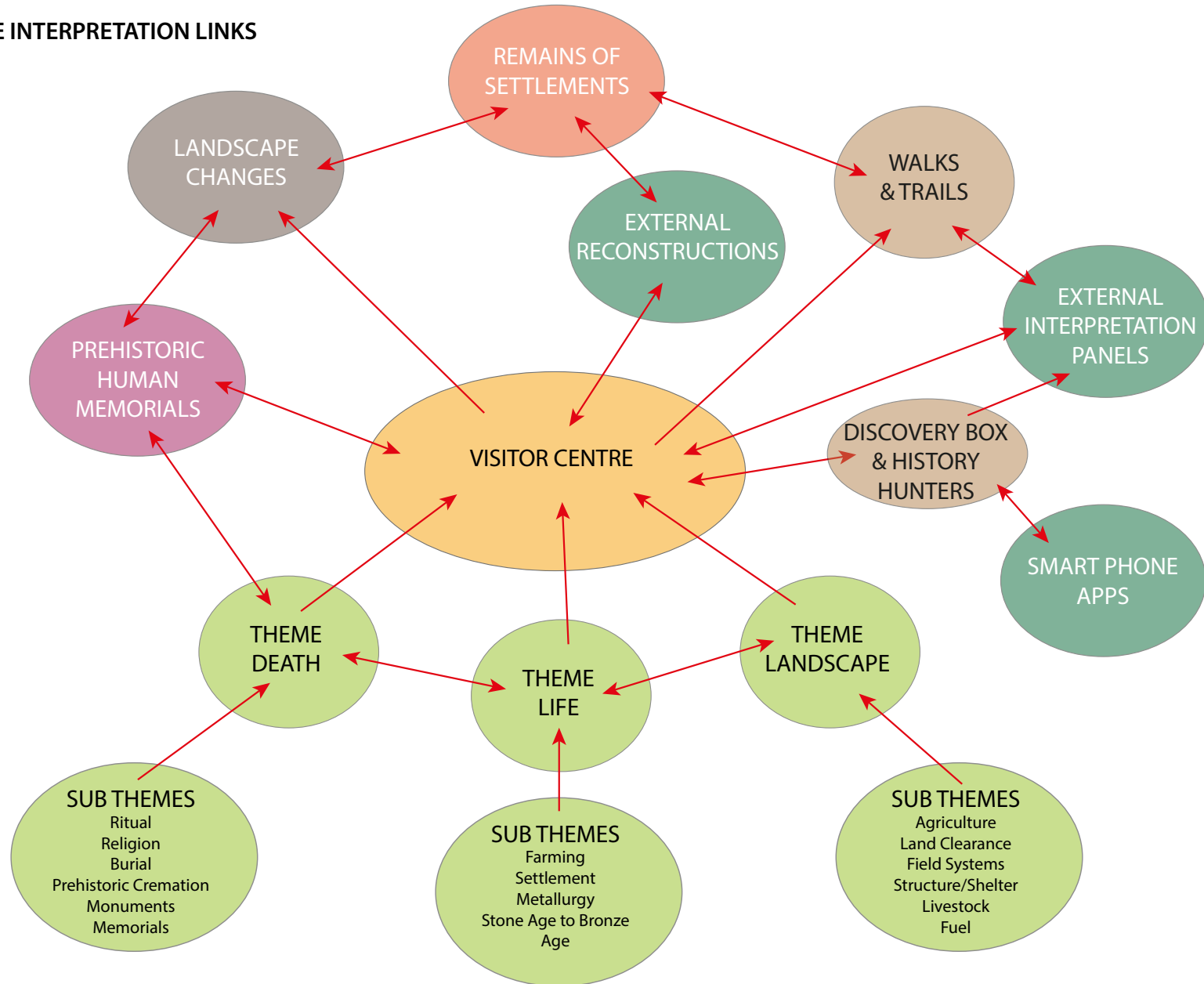
This individual, whose cremated remains were placed in a cist on this remote spot of Northern Dartmoor, over 4,000 years ago, was apparently of some importance to the local community. Who was she, what type of animal hide was used to wrap the cremated remains? The answers to these and many other questions are part of this unfolding and fascinating story which hopefully will tell us much more about the lives of prehistoric people on Dartmoor and the landscape they lived in.

Interpretation Content Table

| Postbridge Visitor Centre - Preliminary Interpretation Content | | | | | |
|--|--|--|--|--|---|
| Theme | Storyline/sub themes | Objects | Method | Links | Research, Archive & Script Resources |
| Life | Farming Settlement Metallurgy Stone Age to Bronze Age | Tools Pottery Loan exhibits | Graphics Word Photographs Interactive exhibit Audio Visual Landscape View | External Interpretation Panels Walks & Trails The landscape Smart Phone Apps | DNPA RAMM The Box (Plymouth Museum) |
| Landscape | Agriculture Land Clearance Field Systems Structure/Shelter Livestock Fuel | Tools Animal Remains Architectural/Buildings | Landscape View Reconstruction of Bronze Age Roundhouse | External Interpretation Panels Walks & Trails The landscape | DNPA RAMM The Box (Plymouth Museum) |
| Death | Ritual Religion Burial Prehistoric Cremation Monuments Memorials | Structures Pottery Clothing Tools Human remains Art | Audio Visual Experience Cist Installation Interactive exhibits Touch exhibits Graphics Word | External Interpretation Panels Walks & Trails The landscape | DNPA RAMM The Box (Plymouth Museum) |

Interpretation Content Diagram

POSTBRIDGE INTERPRETATION LINKS



Realising Proposals - Concept Design Rationale

General

Interpretation is primarily a communication process that helps visitors make sense of and understand more about the building and the people, and enables them to engage with the heritage story.

The approach to interpretation will be to view it as a series of interventions which will be theme-lead, avoiding a linear chronological installation. To this end each element would be a complete theme covering topics which are related.

The existing Postbridge Visitor Centre allows for the first phase interpretation to be located on the first floor. There will be a second phase for interpretation which will include adaptation and appropriate additions to the first phase which will be installed in a new build visitors centre.

The opportunity for interpretation within the project will be quite wide. The options will include;

- The Whitehorse Hill Cist
- Bronze Age
- Farming, Settlement, Metallurgy.
- Agriculture, Field Systems, Shelter, Livestock, Fuel
- Ritual, Belief Systems, Burial, Prehistoric Cremation, Monuments, memorials
- Social History
- Objects - hands on
- Dressing up - replica clothing

Key Principles

The following key principles have been established through response to preliminary thoughts and ideas. They particularly concern how interpretation might be accessed in the building once it is in use. They will also need to consider practical issues as the Visitor Centre may be significantly altered within a short time period.

Thought will need to be given to the local audience and how they are likely to consume the interpretation. A pattern of informal visits is possible which would result in knowledge being gained in small pieces.

- Interpretation elements to be distinct.
- Appeal to a broad audience demographic including family groups, young adults and older visitors.
- Layered style of interpretation utilising a range of methods to deliver content including digital technology allowing for easy access to knowledge.
- Ensure that each interpretative element can stand alone.
- Solutions are to be presented across a range of media, but audio is to be used in a controlled fashion only.
- Encouraging interaction and discovery.
- Provide for access to the complete building interior through the use of digital technology.
- Putting the key themes of Life, Death and Landscape at the heart of the interpretation.
- Any new structures will need to be freestanding and demountable as the Centre may be re-modelled in a short time period and any new displays will need to be compatible with the re-developed building layout.

Approach & Method

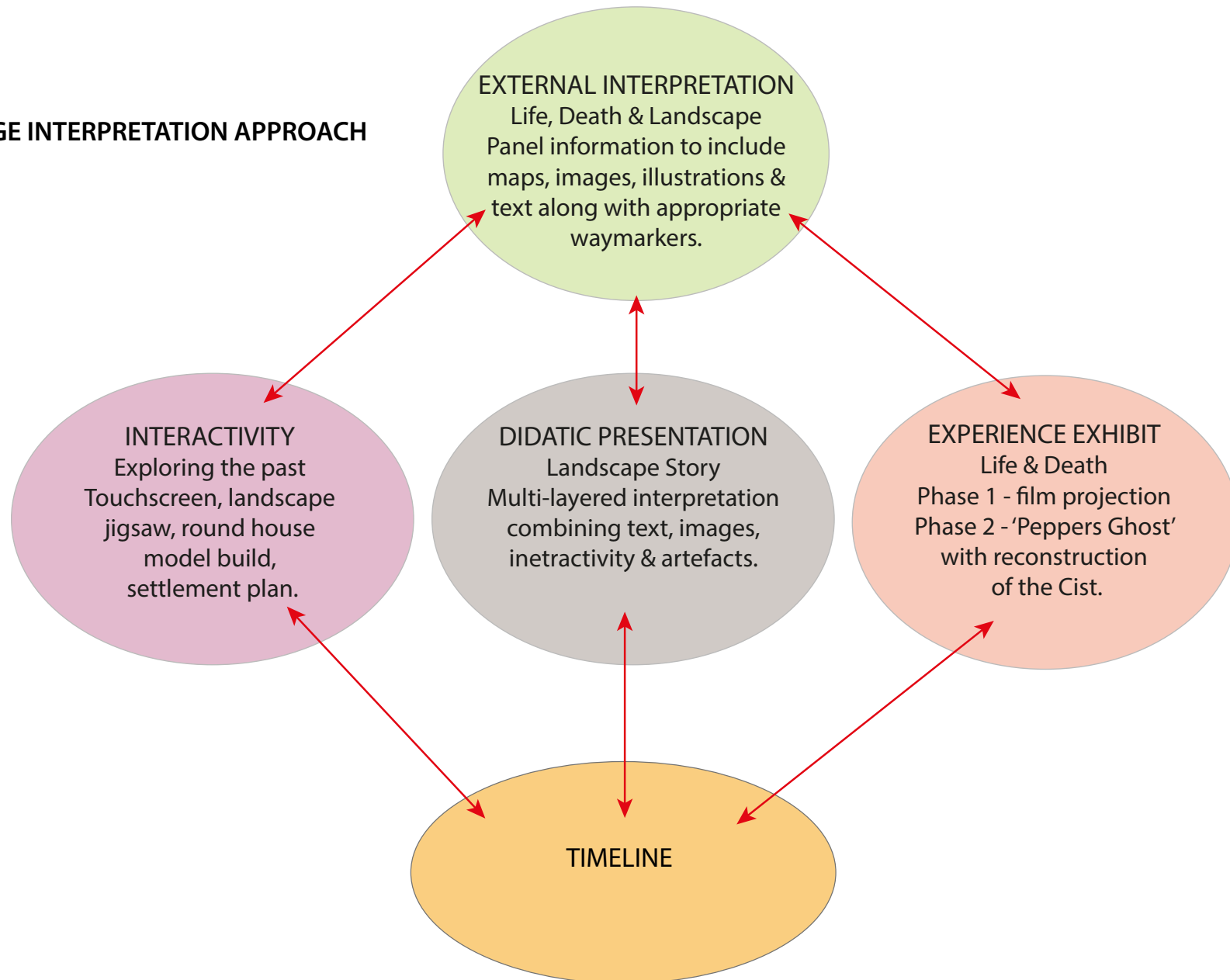
External Interpretation

A number of external interpretation panels are proposed along with timber waymarker posts to be located at appropriate locations to link with new and refurbished trails. It is also proposed that a number of 'letter boxing' units are installed to form interactive interpretation along a new proposed accessible Postbridge Village trail.

All external interpretation panels will be weatherproof and will be designed to suit the established Dartmoor Story Brand Guidelines.

Realising Proposals - Approach Diagram

POSTBRIDGE INTERPRETATION APPROACH



External Interpretation

External Interpretation Requirements

There are a number of external interpretation panels required which are to be installed at the following locations;

- Postbridge Visitor Centre & Bus Shelter
- Forestry Commission Car Park
- Bellever Centre
- Powdermills Entry Gate (small panel)
- Powdermills Ruins
- Warren House - Vitifer Tin Mine (external wall mount)

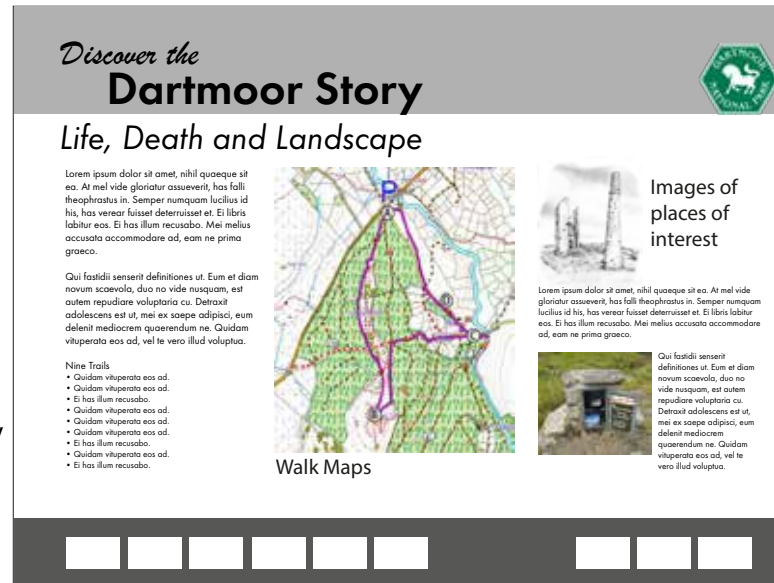
All panels will adhere to the DNPA Dartmoor Story design and brand guidelines.

Ten stop point waymarkers as part of the Bellever Trail - these will have a title, an indication that there is a place of interest close by and walking time and distance to destination.

Eight waymarkers to identify the walking route from the Visitor Centre to Powdermills. These will have the walk title and walking time and distance to destination.

Seven History Hunter trail posts are required for the proposed Postbridge village accessible trail. One will be located at the Visitor Centre the remaining six will be located at suitable points along the trail.

Although not part of the external interpretation requirement, booklets and leaflets will be available at the Warren House to compliment the external interpretation.



Local business adverts Partner Logo's

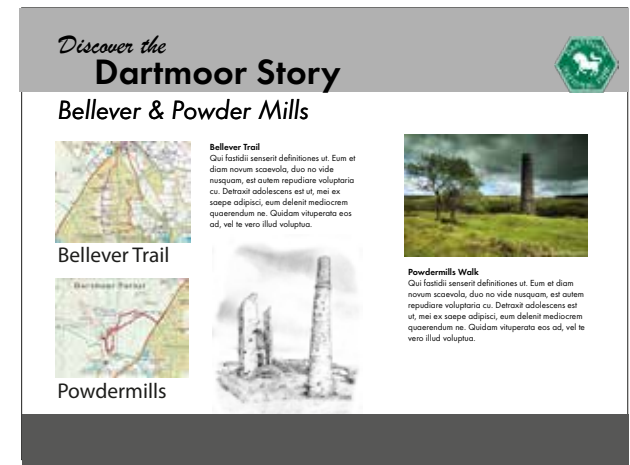
Interpretation Panel for Bus Stop Shelter - larger size AO.

- Walk maps -
- Short village route
 - Bellever Bronze Age Trail
 - Powder Mills Walk

Information on all the local trails available. Text relating to Postbridge area and surrounding landscape. Places of interest to visit. Information on letter box trail. Devon Wildlife Trust Dartmoor Pony Heritage Trust



Postbridge Bus Shelter.

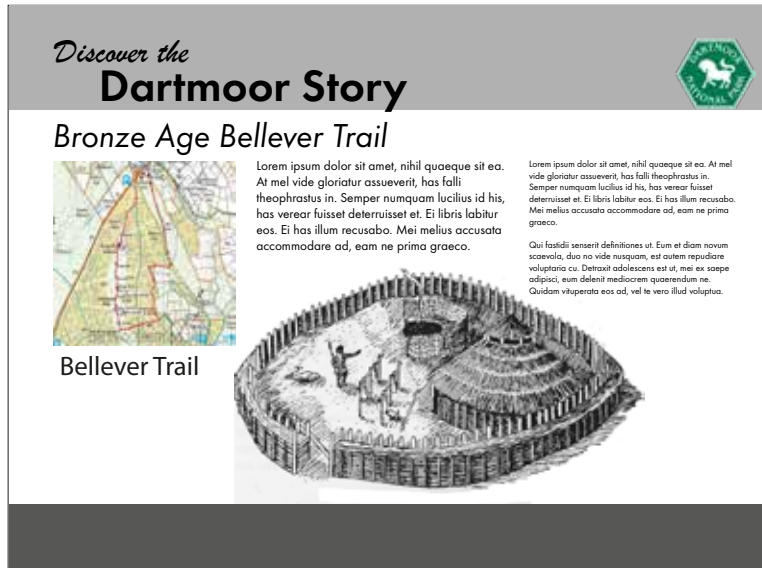


Interpretation Panel for Forestry Commission car park - A1 size.

- Walk maps -
- Bellever Bronze Age Trail
 - Powder Mills Walk
- Text for Bronze Age Trail
Text for Powdermills
Images for Bellever Bronze Age Trail
Re-construction illustration for Powdermills



Forestry Commission Car Park - new interpretation panel to be mounted to suit FC existing method for external panel display.

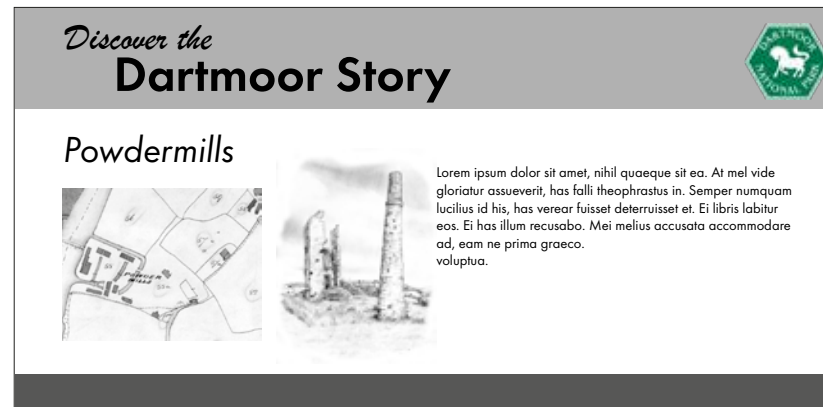


Interpretation Panel for Bellever Centre - A1 size

Walk maps -

- Bellever Bronze Age Trail

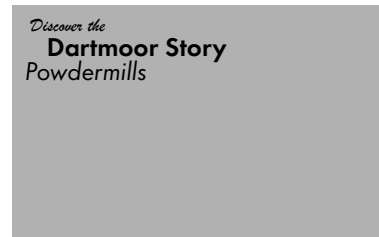
Text for Bronze Age Trail
Images for Bellever Bronze Age Trail & Re-construction illustration



Interpretation Panel for Powdermills located within the site - small scale, 350mm x 900mm

Text for Powdermills

Re-construction illustration & plan of the site.



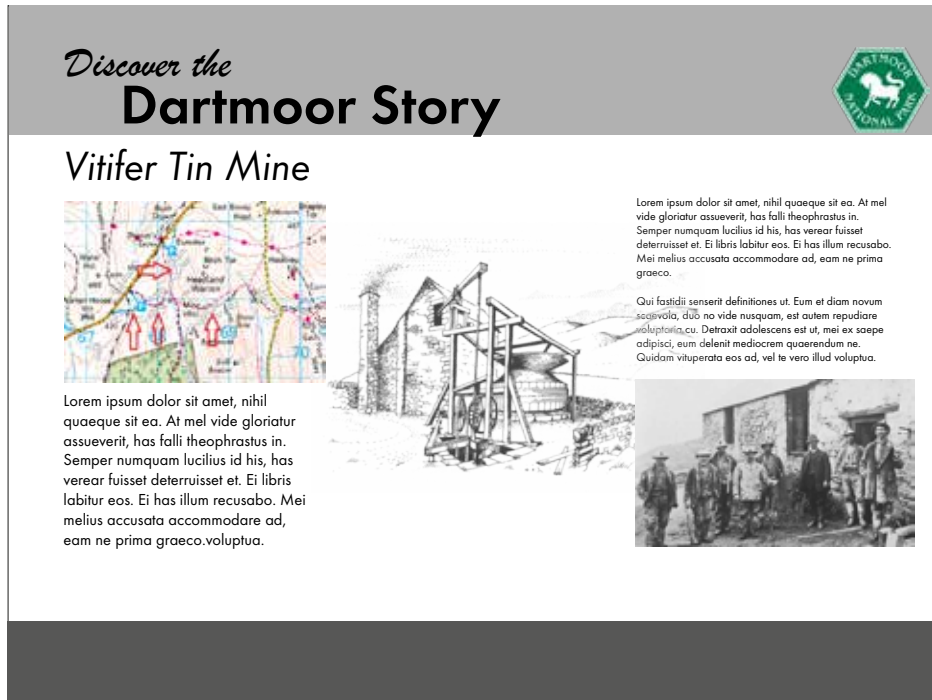
2 x Small introduction panel located at gate entrances, small scale - A3 size



Bellever Centre - new interpretation panel to be mounted alongside the existing Forestry Commission panels.



Powdermills interpretation panel to be mounted to existing railings.



Interpretation Panel for Vitifer Tin Mine - A1 size, mounted externally on Warren House wall.

Text for Vitifer Tin Mine & Golden Dagger Tin Mine (the last mine to be worked on Dartmoor)

Re-construction illustration & plan of the Vitifer site plus Map & directions for the Golden Dagger mine.



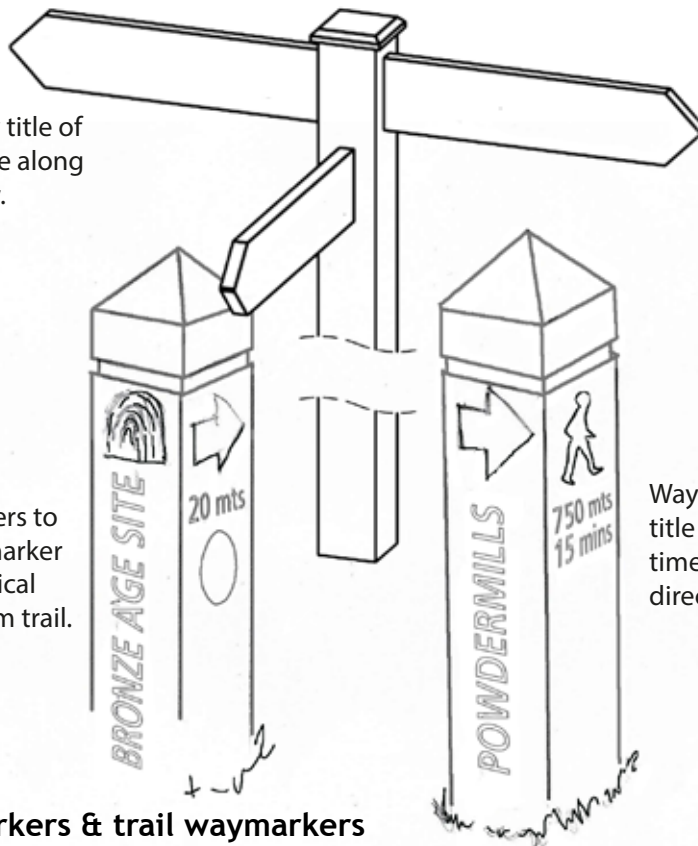
Warren House Inn - interpretation panel to be mounted to external wall.

PLANNING CONSENT

A number of the interpretation panels will require planning consent. This will be undertaken by "the contractor".

External Interpretation

Fingerposts to show title of walk, distance & time along with direction arrow.



Stop point waymarkers to show trail title and marker indicating archaeological site and distance from trail.

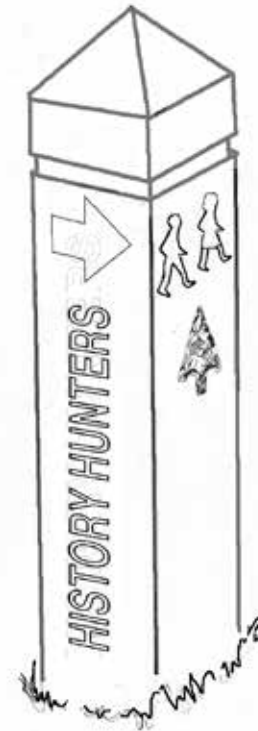
Waymarkers to show title of walk, distance & time along with direction arrow.

Stop point waymarkers & trail waymarkers

Ten stop point waymarkers as part of the Bellever Trail - these will have a title, an indication that there is a place of interest close by and walking time and distance to destination.

Eight waymarkers to identify the walking route from the Visitor Centre to Powdermills. These will have the walk title and walking time and distance to destination.

All way markers are to be 2m in length and finger posts should be 2.7m in length. All will require metal cross bars to prevent removal and the post should be set at 750mm into ground.



History Hunters Trail Posts - a series of 7 waymarkers encouraging exploration of the local Postbridge trail. To be linked with the existing History Hunters characters & to include a graphic icon which would be an image or rubbing related to a Bronze Age 'catch your dinner' worksheet.

History Hunters Trail

Seven trail posts are required for the proposed Postbridge village accessible trail. One will be located at the Visitor Centre the remaining six will be located at suitable points along the trail. They will contain image silhouettes based upon the existing Bronze Age history hunter characters already developed by the DNPA plus a graphic icon laser cut into the post. This will provide an opportunity for image collection via brass rubbing or photograph.

Appendix 1 - External Panel & Waymarker Requirements for Proposed Trails

All ability bridge loop

SX 6467 7879

The Forestry Commission will create new path with new gate at SX 6467 7879 and a new bridge to cross leat SX 64741 78786 in partnership with DWT who are the tenants of the land.

1. Two fingers posts required

a. SX 64656 78744
Permissive path
Medieval Clapper Bridge
400m 3 minute walk

b. SX 6467 7879
Permissive path
Forestry Commission car park
300m 2 minute walk

Bellever all ability trail

Improvements to the surface of the route have been Completed by the Forestry Commission

1. Finger post required at SX 65609 77109

All ability path to riverside 250m
Walking pushchairs and mobility scooters

2. Finger post required at SX 65783 77187

All ability path
Car park and toilets
250m

River and forest walk.

Trail is a circular route takes in the Clapper bridge, Rhôs pasture, Haymeadows and forestry plantation. The trail is 2.5km long and will follow fingerposts and way markers.

Fingerposts X 4

Way marking posts x 6

PowdermillsTrail

The trail would be 3km long starting from Postbridge VC out to Powdermills ruins and then returning along the same route.

Permission will be required from Duchy of Cornwall, tenant Mr C Coaker and information on the project provided to residents and businesses at Powdermills.

Finger posts and way markers required

Finger posts x 8
Waymark posts x 5

Two welcome boards on entrance gates. Locations SX 62706 773552 and SX 62997 77525

Information board on safety rails adjacent to building at SX 62950 77549 (Landscape panel 350mm x 900mm)

Tramper and heritage cycle trail

This 4km trail will be suitable for Tramper vehicle which will be available for hire from the Postbridge VC. The trail also encourages cyclists to follow a waymarked route which will be suitable for all types of cycles and all ages. All users will encounter the archaeology of the area on this route. The trail will be waymarked with up to 10 waymarkers.

Installation of fingerposts and waymarkers

All installation will be undertaken by “the contractor”.

Heritage Trails

“The contractor” will upload all trails to feature on Heritage Trails map

<http://www.dartmoor.gov.uk/wildlife-and-heritage/heritage/heritage-trails>

The format will require a gpx route, a description and up to 10 photos

Dartmoor National Park Authority



Bellever and Postbridge Trails

Tender for: Bellever and Postbridge Trails Interpretation Project

Name: Michael Cashman

Address: Far Post Design Limited
The Studio, 4 Upper Crooked Meadow
Okehampton, Devon, EX20 1WW

Contact Details:tel:01252 364424, mob 07747 827599

By this Tender, we offer to design, manufacture and install all items in accordance with the Invitation to Tender dated 25th September 2018

in the following fixed sum (excluding VAT): £ 25,780 Tender dated October 12th 2018

We acknowledge that if our Tender is accepted, we will be required to enter into a legally binding contract, within 30 days, incorporating the terms of the Invitation to Tender, the Authority's standard terms of contract and (insofar as they are not inconsistent) any details or requirements of this Tender.

We understand that the Authority does not bind itself to accept the lowest or any Tender.

| | |
|---------------------------------------|--------|
| Development work & research | £ 4780 |
| Build / production / publication | £12320 |
| Installation | £ 3220 |
| Content - illustrations, text, images | £ 5460 |
| Total | £25780 |

We undertake that we will not communicate to any person, association or corporation other than the Authority the proposed or actual amount of our Tender, or give any indication thereof and we declare that we have not adjusted the amount of our Tender pursuant to any agreement or arrangement with a third party.

Authorised Signatory:

Date: 12th October 2018

Name (block capitals please)MICHAEL .J. CASHMAN



Dartmoor National Park Authority
Believer & Postbridge Trails
Interpretation Tender

presented by
Far Post Design Limited

October 12th 2018



CONTENTS

| | |
|--------------|--|
| Page 1 | Introduction |
| Page 2 - 3 | Project & Specification Understanding |
| Page 4 - 5 | Method & Approach, Advice & Recommendations |
| Page 6 | Additional Options |
| Page 7 | Preliminary Project Plan |
| Page 8 | Preliminary Project Programme |
| Page 9 | Fixed Tender Price |
| Page 10 - 14 | Recent Projects |
| Page 15 | Contact & Insurance Details |

**Dartmoor National Park Authority
Believer and Postbridge Trails
Interpretation Tender**

We have pleasure in submitting our tender for the Believer and Postbridge Trails Interpretation. Our team for this project includes our associates Arien Signs who will be responsible for production of all directional timber signs.

Far Post Design Limited has considerable experience in all aspects of Interpretation Design and production from external interpretation panels and exhibits to internal design of museum and heritage attractions. These projects have included designing, developing, manufacturing and installing a variety of external interpretation. Our combined experience and knowledge stretches well over 25 years utilising our in house abilities and those of our expert partners Arien Signs who manufacture external grade posts, waymarks and panels. We believe this combination ensures a high quality value for money solution for the project ensuring that we have the depth of resources to deliver.

Even though techniques have changed the fundamental goal has not. Namely any interpretation needs to be clear, simple and easily understood if visitors are going to become engaged.

In all cases we have brought our attention to detail and vast experience to bear to ensure a smooth project experience. We always pride ourselves in providing on going support to all our clients and their completed projects.

The following document contains;

Project and Specification Understanding

Observations and advice with regards to the project along with a preliminary project plan programme

Fixed tender price with accompanying full breakdown of costs set out in the format required.

Examples of recent projects

Project & Specification Understanding

Understanding of the project requirements -

Interpretation -

The interpretation and storyline is to reflect the Dartmoor story through the main themes of Life, Death and Landscape. This will compliment other interpretation being produced via the 'Moor than meets the eye' project and the proposed Postbridge Visitor Centre interpretation. The content is to encourage visitors to explore and appreciate the natural and cultural heritage of Dartmoor.

This will be achieved through the interpretation content and trail maps on the interpretation panels. The panel trail maps will also highlight and compliment the connection with the finger directional posts and the trail waymarkers. This will be achieved by including graphic icon markers linked to heritage locations.

The provision of panels and trail markers will aim to allow visitors to learn and experience more of the history of Dartmoor and to explore the landscape environment for themselves.

All necessary work required to produce the interpretation panels, waymark and trail markers and finger posts is required. This will include design & development, illustrations, maps, research and text production.

All trails will be uploaded to the Heritage Trails page located on the Dartmoor National Park Authority website. Each trail will be provided with a gpx (global positioning exchange format) route, trail description and appropriate trail photographs.

Specification - Interpretation Panels

The requirements are to provide external interpretation panels for;

- Postbridge Visitor Centre Car Park - applied to rear of existing car park panel, to match specification of existing.
- Postbridge Bus Shelter - approximately A0 size, 1220mm x 841mm fitted to rear wall.
- Postbridge Forestry Commission Car Park - to provide a panel at A1 size, 841mm x 596mm to fit within a structure provided and erected by the Forestry Commission.
- Bellever Centre - to produce a panel at A1 size, 841mm x 596mm, portrait format to fit with existing display panel structure mounted to side of the existing information centre. This panel will require an 18mm backing panel of marine ply to match the existing mounting method.
- Powdermills site - a panel of 350mm x 900mm to be mounted to existing railing via galvanised steel brackets.
- Powdermills small scale panels for gate entrances 841mm x 596mm - two panels at 420mm x 300mm fitted on or at a suitable location adjacent to 5 bar gates.
- Warren Inn, Vitifer Tin Mine - a wall mounted panel at A1 size, 841mm x 596mm.



Above an example of a 'enviro' panel unframed. This is a direct print to an aluminium substrate finished with duoguard.

Proposed panel specification-

3mm enviro panel comprising of a hardwearing 3mm thick aluminium, the image is printed direct to the face of the substrate with DuoGuard™ anti graffiti coating, scratch resistant finish, provides clarity of colour, high resolution printing will never delaminate, 100% recyclable and has a 10 year guarantee against fading.

Specification - Artwork & Illustrations for panels

Visitor Centre Car Park - artwork for panel including photographs & production of 3 maps to include:- Village Route, Bellever Trail & Powder Mills Walk.

Bus Shelter - as requirements for Visitor Centre Car Park.

Forestry Commission Car Park - artwork for panel including photographs & 2 maps to include:- Bellever Trail & Powder Mills Walk. Illustration re-construction drawing of Powdermills.

Bellever Centre - artwork for panel including photographs & production of 2 maps:- Bellever Trail & Bellever All Ability Trail. Illustration of Round House and enclosure.

Powdermills - artwork for 3 panels including photographs & text. Re-construction illustration of the Powdermills complex and illustrated plan of the site.

Warren Inn (Vitifer Tin Mine) - artwork for panel including photographs & production of a site map with identified trail to Vitifer Mine and the Golden Dagger Tin Mine. Re-construction drawing of Vitifer Tin Mine.

Project & Specification Understanding

Specification - Finger Posts & waymarkers

The requirements are to provide finger directional posts and trail waymarkers for;

Directional Finger Posts

- All ability bridge loop two fingerposts required.
- Bellever all ability trail two fingerposts required.
- River and forest walk four fingerposts required.
- Powdermills Trail eight fingerposts required.

Waymarking Posts

- Bellever Archaeology Trail, ten way mark posts required.
- Bellever all ability trail, five way mark posts required.
- River and forest walk, six way mark posts required.
- Powdermills Trail, five way mark posts required.
- Tramper and cycle heritage trail, ten way mark posts required.

Trail Posts

- Postbridge Village Trail (History Hunters) seven way mark trail posts required.

Materials

Posts - planed green oak 100mm x 100mm x 2800mm length with steel base cross bars to prevent removal.

Fingers - planed green oak 600mm x 100mm x 23mm thick with routed back filled text (colour to be approved)

Fingerpost Materials & Finishes

Posts - planed green oak 100mm x 100mm x 2800mm length with steel base cross bars to prevent removal. To be set 750mm into the ground.

Fingers - planed green oak 600mm x 100mm x 23mm thick with routed back filled text (colour to be approved).

Waymark Materials & Finishes

Posts - planed green oak 100mm x 100mm x 1500mm length with steel base cross bars to prevent removal. To be set 750mm into the ground. All text, graphic icons and directional arrows to be routed and back filled (colour to be approved).

Specification - Artwork & Illustrations required for fingerposts and way markers

Fingerpost Title of all trails along with distance, time required and directional arrow.

Waymarkers All waymarkers require title of trail, directional arrow, distance and time marked.

Waymarkers for Archaeology Trail require title, icon to depict site of Bronze Age archaeological interest with directional arrow and distance from trail.

Waymarkers for Village Trail (History Hunters) require title, graphic icon to relate to a History Hunters Trail worksheet and figure representations of existing history hunter characters.



Above and below examples of laser cut text and icons in oak, back filled with resin paint.



Above example of an oak way marker with inset acrylic discs identifying direction and cycle route.

Method and Approach

Methodology & Approach

There follows a description of the method and approach that we would engage in order to complete the project.

General Project Approach

- The first step will be to review and define the brief and assess the content.
- Once this assessment has been approved the developed design phase will be completed along with the necessary research and identification of information and images required.
- Through out the design development phase we would propose a series of working meetings be held with the client team and other stakeholders to appraise them of progress and allow on going review and input into the creative design process.
- At regular intervals we will issue progress review sheets of the design work to ensure that proposals fit the aims of the project and that timescales are adhered to and budget is not compromised.
- Summary meeting notes will be issued following every meeting to ensure all are informed and actions are agreed and approved.

Our method employs a 4 stage process to ensure delivery of the project. This allows the creative element of the project to evolve through concept and development stages via visualisation, finish samples, graphics and style proposals. The next stage allows for the production and manufacturing process to be detailed. This ensures that the creative vision from the concept and development stage is delivered.

Stage One - Concept Design

- Finalise brief, carry out preliminary research and assess availability of interpretation content material.
- Assess project risks and identify unknowns, issue a risk assessment report
- Evolve the creative style of the project through meetings with the client team and production of appropriate illustrations and appropriate samples of finishes and graphics.
- Develop the Concept Plan which outlines the creative approach; this includes - content material, review of project aims and development of the project programme.
- Research as required including relevant facts, documents, archive imagery, and contacting of appropriate experts, identification of maps and illustrations required.
- Confirm programme & budget
- Create a Conceptual Design presented in a document format for approval.

Stage Two - Developed Design

- Upon approval of Concept Design - Development of concept into Developed Design. To include general construction drawing and interpretation panel layouts.
- Script for all panels.
- Research material (storyline, images, & documents) confirmed by client.
- Graphic design and illustrative style developed.
- Approval of illustrations and maps.
- Confirmation of all project content.
- Presentation of Developed Design to client in the form of working drawings for posts and waymarkers with routed text and icons shown. Final layouts for all interpretation panels for approval. Samples of fingerpost and waymarkers.
- Approval of Developed Design.

Stage Three - Detail Design

Upon approval of Developed Design producing all necessary items in order to commence production and arrange installation.

- Produce all construction drawings (plans, elevations, details etc).
- Specification preparation, of all items, both general and specialist for all finishes, construction items & graphics.
- Final script for all panels
- Final layouts for approval of all interpretation panels, fingerposts and waymarkers.
- Produce artwork for all panels, text & icons. Allow for a 3 stage proofing process.
- Proof reading of final artwork and sign off before commencing manufacture.

Method and Approach Continued

Stage Four - Production and Installation - Manufacturing and producing all items for installation. Including fingerposts, waymarkers & interpretation panels.

- Quality Control & management of all production items.
- Project management of:- off site construction, graphic production.
- Issue Method Statement for approval
- Site Installation of all items to agreed locations.
- Provision of progress reports & weekly reports to client
- Report on project outcomes.
- Inspection of installation and snagging.
- Project sign off and completion



Above and right examples of timber signs created using green oak planed timber. All text and illustrations are laser cut with back filled resin colour to increase legibility and durability. Produced by Arien Signs.



Advice & Recommendations

With regards specification of interpretation panels we recommend the use of 3mm enviro panel comprising.

This product has proved to be more durable than using prints encapsulated in GRP as stated within the Dartmoor Story visual brand guide. We have found that this method tends to be damaged by sunlight and can 'fog' in a relatively short time. So positioning has to be given serious thought.

The enviro panel is guaranteed against fading and delamination for a 10 year period providing a good value for money investment. It is also a method that will suit the requirements of this project as the Forestry Commission employ a different method for their support and mounting structures to the DNPA. It is a product that can be mounted to existing aluminium structures as per the Visitor Centre Car Park and also bonded to marine ply to suit the mounting method required at the Bellever Centre.

We would also recommend the specification of planed green oak as it is easier to work with and will allow for intricate laser cutting of 'icon' details. As it will dry naturally it will also strengthen making any jointing less vulnerable to physical and weather damage.

We also recommend that all lettering, icons and directional arrows are laser cut and resin colour back filled to improve legibility.

Our view is that maps on panels should appear simplified and accessible not daunting as OS style maps can appear. They should not look like that the trails are equivalent to a major expedition.

Most families want to know that the trails are achievable and as such the maps should appear to encourage them in the first instance. There needs to be a sense of reward and not that it is hard work. It should be noted ardent walkers will already be equipped.

It would also be good practice to incorporate a trial installation of a typical interpretation panel and a fingerpost and waymarker. This is useful to gather feedback from Visitors and to check performance.

Artistic Vision & Creativity

Our vision for the project is to seek to add a clear vision of the life on Dartmoor through the use of re-constructed illustrations and other appropriate archive imagery on the interpretation panels. We would 'paint pictures' with words bringing locations to life and encouraging visitors imagination and curiosity to find out more.

We would like visitors to get a broad sense of how living on Dartmoor from the Bronze Age to the recent past has evolved. The intention will be for them to want to explore and discover even more stories and appreciation of the landscape and heritage for themselves so as to bridge the Bronze Age story with later history.

We would do this by incorporating graphic icons and use other tools such as animal footprints. These would encourage visitors to look at their surroundings to see if they can spot where deer and other animals have passed. These elements could be incorporated on upright posts or on finger directional panels and would bring a tactile quality to the functionality of the signs.

Additional Options

Options for consideration

To further compliment the project and add to the interpretation possibilities we would suggest the following as options to consider.

External Gathering or Meeting Point

Establish a focal point to the interpretation and the walking trails by creating an outline footprint to a Bronze Age roundhouse. This would be a link to the Visitor Centre interpretation and to the surrounding countryside trails. It could be achieved by setting a series of segmented stainless steel panels into a base screed. These panels would have an engraved map of the location covering the trails with points of interest highlighted. This would then encourage interaction with the nearby interpretation panels and discovery of the trail details. It would also plant a desire to find out more about Bronze Age life in the visitor centre.

Waymark - additional interpretive layers

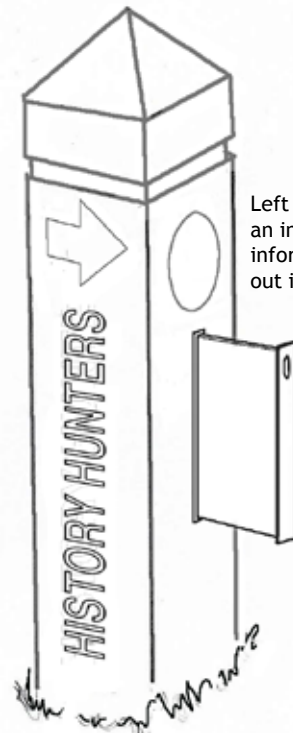
The proposed waymarks will carry basic information in terms of trail titles, directional and time information. Additional levels of interpretation could be added through the use of inset laser cut acrylic or steel panels providing an opportunity for 'brass rubbing'. Images of local wildlife, flora or simple did you know information could be included. Further to this a simple 'pull out' panel could be added to the waymarkers. These could be double sided enamel or direct print aluminium panels which might have very simple text information relating to the archaeological site. This approach could be considered for the Bellever Archaeology Trail.

Fingerposts - additional interpretive layers

Simple interpretive information could be laser cut into the post uprights. This could be animal footprints, marks, tree eaves or plant life with a caption to describe them.

Village Trail - Revolving Blocks

Taking a simple principle of revolving blocks on a steel spindle mounted to oak posts. A number of these might be mounted along the village trail. The intention would be to have each face matching up to create a simple interpretive story. This might be the wildlife that might be seen or illustrations relating to Bronze Age connections.



Left drawing to illustrate an inset acrylic information disc & a pull out information tab.



Above example of revolving cube interpretation on an external unit. Produced by Arien Signs.



Above example of added interpretive information added to fingerpost signs by using laser cut images, produced by Arien Signs.

Preliminary Project Plan

Comments to proposed milestones

The following pages show a preliminary project plan with a programme chart.

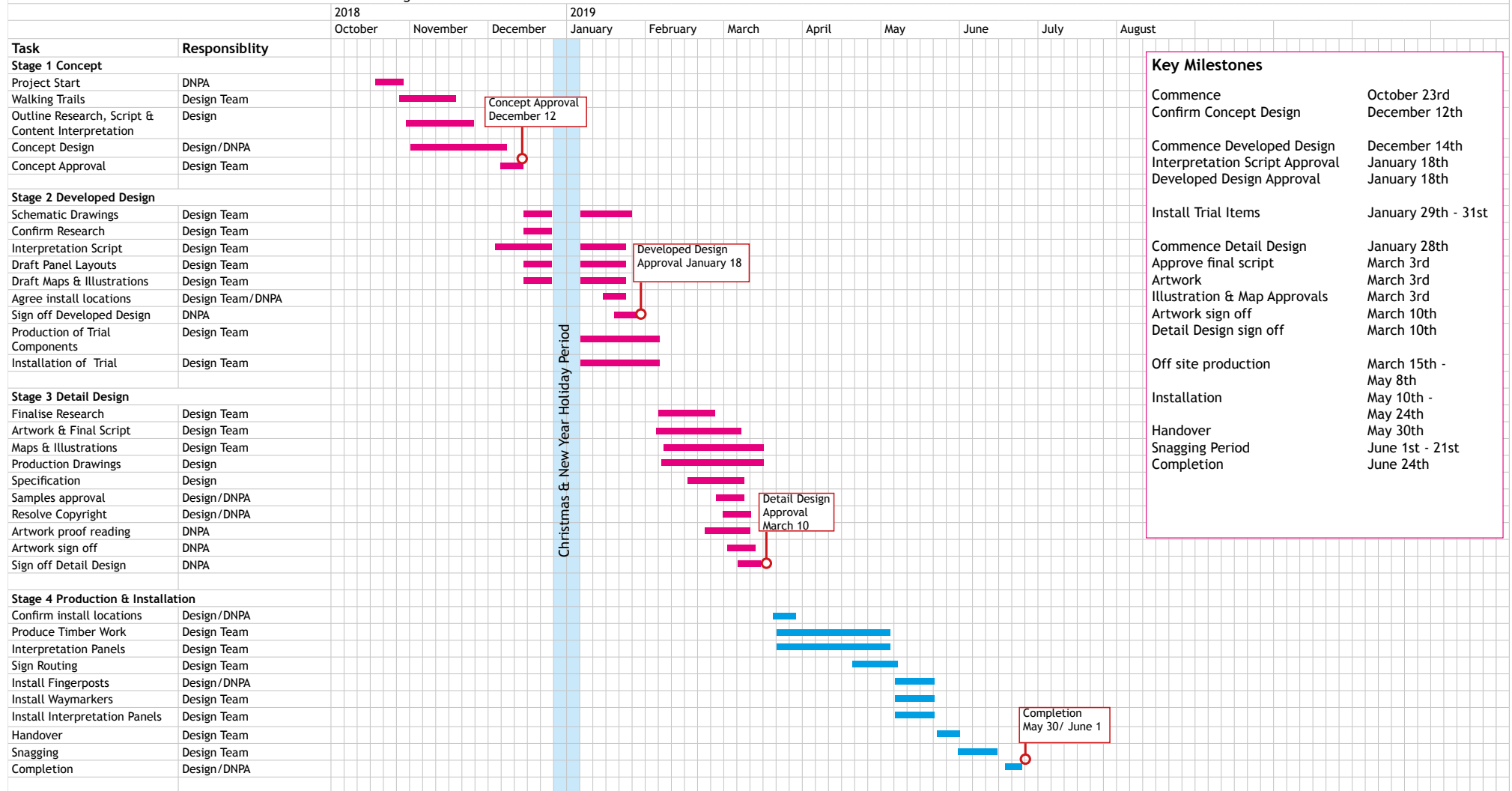
At this stage we would like to suggest that more time is given to the production process. With that in mind we would aim to complete all specifications, production drawings and artwork for the beginning of March 2019. This would then allow a clear 8-10 week period for off site production prior to installation taking place during May.

On a project such as this we like to build in a prototype or trial installation prior to final sign off of all production drawings and artwork. We would suggest this is a significant milestone and it would be scheduled for January 2019. The intention would be to confirm that the proposed method is suitable in terms of the environment and equally some public feedback can be obtained before full scale production begins. We have allowed for this within our costings.

| Preliminary Project Plan | | | |
|--------------------------------------|---|--|--|
| Task | Responsibilities (Description Summaries) | | Timeline |
| | Design Team | DNPA | |
| Stage 1 Concept Design | Walking all trails. Outline research. Creating design concept in the form of drawings, visuals & providing samples of finishes & examples of proposals. Agree to trail map reference. | Allow access to site. Assist with research, mapping sources and access to digital sites to allow for downloading of all appropriate reference material. Approve Concept Design. | December 12th 2018 |
| Stage 2 Developed Design | Finalise design with schematic drawings, illustrations and maps. Agree location & positioning of all items. Develop script for panels and establish information required on directional fingerposts and waymarkers. Carry out trial installation for assessment. | Agree location and suitable positions with design team for all items. Resolve any planning issues with statutory bodies if relevant. Approve Developed Design. | January 18th 2019 |
| Stage 3 Detail Design | Finalise research, identify and obtain photographs, documents etc required on interpretation panels and agree proposed trail maps. Complete artwork. Produce all detail drawings & specifications for production. Ensuring all methods and finishes proposed meet the expected standards. Provide graphic layouts of all items. Complete detail design of structures and installation methods. Provide samples of finishes & construction materials for approval. Carry out trial installation for assessment. Uploading of digital map trails and description to Heritage Trails map. | Proof read all artwork. Approve artwork. Approve Detail Design. | March 10th |
| Stage 4 Production & Installation | Fabrication of all elements including fingerposts, waymarkers and interpretation ready for installation. Installation of all elements. Snagging period. | Attend off site meetings to sign off production elements if required. Note: photographic progress will be published. Approve installation, confirm completion. | Off site production period - March 15th - May 8th Installation May 10th - May 30th 2019 |

Preliminary Project Plan Programme

PRELIMINARY PROJECT PROGRAMME - Bellever & Postbridge Trails



| Key Milestones | |
|--------------------------------|----------------------|
| Commence | October 23rd |
| Confirm Concept Design | December 12th |
| Commence Developed Design | December 14th |
| Interpretation Script Approval | January 18th |
| Developed Design Approval | January 18th |
| Install Trial Items | January 29th - 31st |
| Commence Detail Design | January 28th |
| Approve final script | March 3rd |
| Artwork | March 3rd |
| Illustration & Map Approvals | March 3rd |
| Artwork sign off | March 10th |
| Detail Design sign off | March 10th |
| Off site production | March 15th - May 8th |
| Installation | May 10th - May 24th |
| Handover | May 30th |
| Snagging Period | June 1st - 21st |
| Completion | June 24th |

Fixed Tender Price

| Item | Description - Phase 1 Tender Price | Budget ex VAT |
|---|---|---|
| (a) development work & research | Concept, Developed & Detail Design, Research to include reference material, photographs, documents, expert opinion & content detail. Production & installation of trial components. Provision of samples for approval. | £ 4780.00 |
| (b) build, production & publication | Production of all timber structures required as identified on page 2 & 3 of the tender document, CNC routing & resin back filling, production of all interpretation panels as identified on page 2 of the tender document. Uploading of digital map trails and description to Heritage Trails map. | £12320.00 |
| (c) installation | Installation of all elements including transport, delivery, labour, subsistence & accommodation for site work. Assumes clear site access and close vehicle access. | £ 3220.00 |
| (d) content - illustrations, text, images | Production of all script, graphic design & artwork production, to include sourcing of imagery for reproduction and reference, creation of necessary maps & illustrations. | £ 5460.00 |
| TOTAL | | £25780.00 |
| Additional Options | <p>Meeting Point (Roundhouse footprint) production and installation of engraved stainless steel base segments - 1800mm diameter. Assume base screed, and floor marker blocks would be produced by DNPA works team.</p> <p>Additions to waymarkers - pull out panels and acrylic discs per each waymarker.</p> <p>Additional icon and text information to fingerposts.</p> <p>Revolving interpretation blocks - allow 3. Includes design, construction and installation.</p> | <p>£ 6920.00</p> <p>£ 110.00</p> <p>£ 135.00</p> <p>£ 1946.00</p> |

Past Projects

The following projects are examples of work produced by Far Post Design and Arien Signs. They illustrate our combined past experience with regards external interpretation projects.

Top Lodge Finshade Woods, Corby, Northamptonshire - seven sign structures consisting of oak frames to carry a variety of additional interpretive media including banners, inserted aged steel panels and directional finger posts. All items constructed and installed by Arien signs.

Client - Forestry Commission
 Date - Spring 2017
 Budget - £22000 (excludes design work)



Above, information point consisting of interpretive steel panel, enviro panel with site map and leaflet dispenser.



Above detail of aged steel interpretive panel and enviro panel mounted in oak support frame.



Above left of oak structure with stretched vinyl banner. Above aged steel interpretive panel inserted in oak support structure.

Grouville Marsh, Gorey, Jersey- natural history walk trail created from 5 enviro panels mounted within storm damaged trees. A variety of panels carried illustrations and maps relating to this SSI site. This site is only 150 metres from the shore line so the best solution was the installation of 3mm enviro panels on 18mm marine play backing to ensure a weather and vandal proof solution. All design and production by Far Post Design and Arien Signs.

Client - States of Jersey and the *Tenants fief de la Reine*
 Date - Summer 2017
 Budget - £6400 (included design, illustrations & production)



Interpretation panel set in reclaimed storm damaged timber. 3mm enviro panel bonded to 18mm marine ply panel.



Above site map panel mounted on an upturned log.



Log with interpretive panel used as a rest point.

Past Projects

Cockington Village, Torbay - directional finger posts and upright information panels were produced and installed at Cockington Craft Centre. These provide basic information about the centre and the village along with directional signs. All are acrylic panels fixed to dried oak panels and finger posts. All items constructed and installed by Arien signs.

Client - Torbay Council
 Date - Spring 2015
 Budget - £15000



Wetland Centre, St Ouens Bay, Jersey - Entrance sign to the centre is laser cut text on a slab of oak cut from storm damaged trees.

Client - National Trust for Jersey
 Date - Spring 2016
 Budget - £849



Devils Hole, Jersey - six rail mounted panels using 3mm enviro panels on a marine ply backing panel set in an oak frame. These view panels provide a guide to the wildlife that can be viewed from this spectacular cliff top walk.

Client - National Trust for Jersey
 Date - Summer 2014
 Budget - £7960 (included design & installation)



South West Lakes Trust - above a view panel across Roadford lake, encapsulated GRP on oak frame and right an interpretive panel linked to the Sundial installed for the Queens Jubilee, aluminium panel on galvanised steel frame.

Client - South West Lakes Trust
 Date - Autumn 2012
 Budget - £640



Past Projects



Moulin du Tesson, Jersey - a refurbished grain mill used as a visitor centre and private dwelling. All seven external interpretation panels are PET grp panels with reverse print mounted to 18mm PVC back panel encapsulated in clear resin to protect against the 'salty' atmospheric conditions. Fitted on aluminium split battens fixed to granite wall.

Client - National Trust for Jersey
 Date - Winter 2013
 Budget - £8472 (Design, production, illustrations & installation)



Above, PET grp panel with reverse print mounted to 18mm PVC back panel encapsulated in clear resin to protect against the 'salty' atmospheric conditions. Fitted to galvanised steel railings.



Above, PET grp panel with reverse print mounted to 18mm PVC back panel encapsulated in clear resin to protect against the 'salty' atmospheric conditions. Mounted on a seasoned oak post with galvanised steel brackets.

South West Lakes Trust, Lopwell, Devon - eleven interpretation panels are located on a trail close to the recently refurbished Pump House Visitor Centre. These tell the story of the local flora and fauna of this unique fresh and salt water wetlands. In addition the story of the areas industrial past is revealed.

Client - South West lakes Trust
 Date - Summer 2012
 Budget - £9800 (includes design, production, & installation).



Above, a PET grp with PVC sub frame panel fitted in a powder coated steel lectern frame.



Above, a PET grp on an 18mm marine sub panel fitted to a treated oak frame.

Below, Interpretation panel on PET grp with PVC sub frame fitted to a stained ash hardwood frame with 12mm marine ply backing bonded into stone plinth. All edges sealed with waterproof sealant membrane.



Recent Projects - Illustration examples

The following illustration examples are intended to demonstrate our in house skills that enable us to produce a variety of styles that can be adapted for most subject matter.

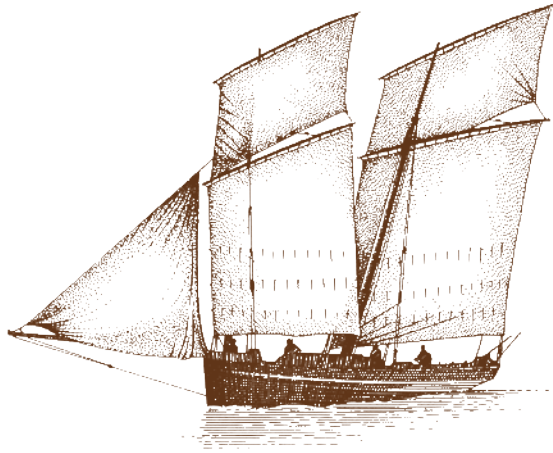
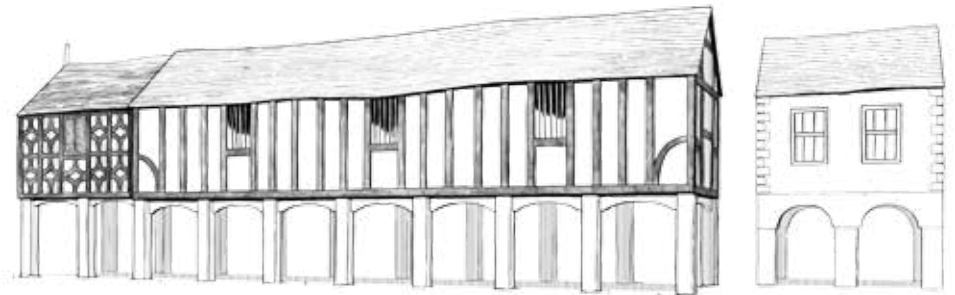


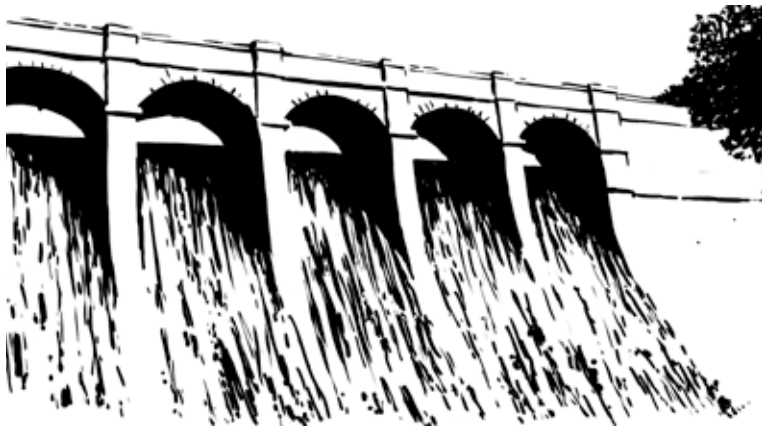
Illustration for a Oyster fishing vessel Gorey Bay, Jersey - Oyster Farm Interpretation Panel, Jersey.



Illustration for a timeline background to show the changing landscape at St Ouens Bay, Jersey - Jersey Wetland Centre.



Bewdley, external view of Wribbenhall, an illustration for an interpretation panel, Bewdley Heritage Centre, Wyre Forest DC.



Burrator Dam, illustration for a vinyl application on glass, Burrator Visitors Centre, SWLT.



Lopwell, animals that can be found in the local area, illustrations for an interactive exhibit, Lopwell Visitors Centre, SWLT.



Bewdley, internal view of Wribbenhall, an illustration for an interpretation panel, Bewdley Heritage Centre, Wyre Forest DC.

Recent Projects - map examples

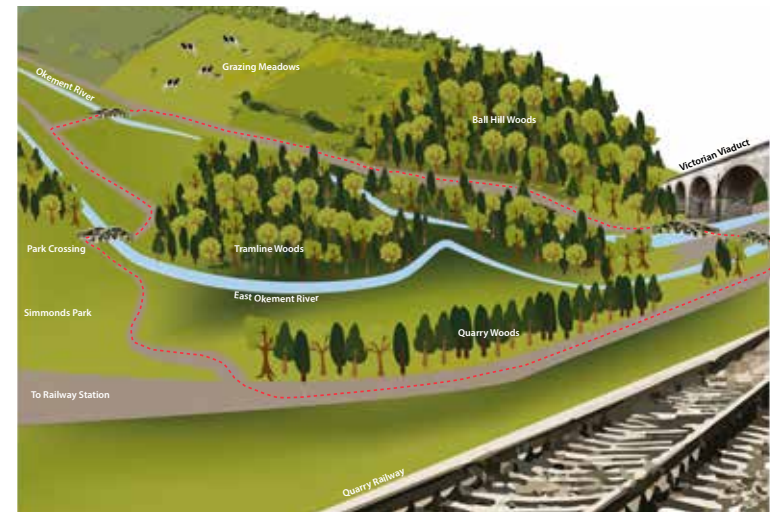
South West Lakes Trust - a software generated orientation map used on both external interpretation panels and printed material.



Co-operative Society, Jersey - a hand drawn and coloured map, digitised and used on interpretive panels.



Welsh Wildlife Centre, Ceridigion - a software generated orientation map set within an orientation panel with inset photographic illustrations.



An illustrative 3D map for Youth Hostel Dartmoor - 'Old Viaduct Walk'.

Far Post Design Limited Contact Details

Main Contact: Michael Cashman (Director & Project Co-ordinator)
Email: mikec@far-post.co.uk
Tel: 01252 364424
Mob: 07788 827599

Devon Office
Design & Main Administration
The Studio
4 Upper Crooked Meadow
Okehampton
Devon
EX20 1WW

Registered Company Number: 6320045
VAT Registration Number: 921 0678 41

Far Post Design Limited is a corporate member of the Museums Association and the SW Federation of Museums and Art Galleries.

We are a ISO 9001 quality registered firm -
certificate number A13067

Insurances

Professional Indemnity - £0.5 million with HCC plc
policy number 57315411763

Public & Products Liability - £5 million with DL for Business
Employers Liability - £10 million with DL for Business
policy number for both, DLC 100558056