

Report of the Programme Manager, Built Environment

Report to the Head of Strategic Development and Investment', Children's Services

Date: 24th April 2014

Subject: Tender Acceptance Report - Farsley Farfield Primary School Basic Need Phase III

Capital Scheme Number: 16505/FFF/000



Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Beeston & Holbeck	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: 10.4 (3) Appendix A – Tender Evaluation Report	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Summary of Main Issues

1. The 'Design & Cost Report' for scheme number 16505/FFF/000, appertaining to the third and final phase of the Basic Need expansion of Farsley Farfield Primary School, was approved by the Lead Officer for the Built Environment on 18th December 2013. This decision granted approval to spend a total of £219,157 to cover all elements of the phase three expansion of Farsley Farfield Primary School.
2. This report requests authority to accept a tender in the sum of **£139,310.80** to **R.H. Fullwood & Co. Ltd.** for the construction of a single classroom extension, and associated external ground works, required to provide the final accommodation necessary to facilitate the expansion of Farsley Farfield from a 1.5 form entry to Primary School to two form. This figure is below the pre-tender construction estimate provided by NPS (Leeds) Ltd. of £178.6k which was referenced within the 'Design & Cost Report'."

Recommendations

The Head of Strategic Development and Investment is requested to:

1. Approve the request to award the contract in the sum of **£139,310.80** to **R.H. Fullwood & Co. Ltd.** for construction of a one classroom extension to Farsley Farfield Primary School.

1.0 Purpose of this Report

- 1.1 The purpose of this report is to seek authority to accept a tender in the sum of **£139,310.80** to **R.H. Fullwood & Co. Ltd.** for the construction of a traditional build, one classroom extension to the junior block. This package of work includes associated landscaping necessary due to the change in levels and discharge of planning conditions appertaining to cycle shelter provision.

2.0 Background Information

- 2.1 The Basic Need programme represents the Council's response to the demographic growth pressures in primary school provision. The rapidly increasing birth rate in Leeds has required Leeds City Council to approve over 1,100 new reception places since 2009 in order that it fulfils its statutory duty to ensure sufficiency of school places.
- 2.2 The scale of the response cannot be met through the existing estate; therefore the expansion of existing schools or the creation of new schools has been required in many instances. Under the Education and Inspections Act 2006, these changes all constitute prescribed alterations, and each requires a statutory process to confirm the change and make it permanent. Capital school building solutions to the demographic need are managed via Children's Services Basic Need Programme.
- 2.3 In March 2011 the Council's Executive Board approved the request to increase pupil numbers at Farsley Farfield Primary School, this proposal recommended increasing pupil numbers from 315 to 420, thus changing the admissions number per year from 45 to 60 with effect from September 2011.
- 2.4 Due to the configuration of the campus at Farsley Farfield it was determined that the most logical approach for expansion was to split the work over several phases due to the complexity of the site and the short time scale involved for the initial phase of work. The first work package was delivered in 2011 and provided one additional modular build classroom to the key stage one, 'infant', block. The second phase, delivered in September 2013, remodelled the ICT suite into a classroom and provided mobile ICT provision to both blocks in lieu of this dedicated space.
- 2.5 The second phase of the project was originally intended to be delivered via a modular solution under the Council's previous framework agreement with Portakabin Ltd. However due to the expiry of this agreement, concerns over the scope of the work, the efficiency of the proposed design and value for money the final solution has been reappraised and split into the, now completed, second phase and a third, final phase required for September 2014. Norfolk Property Services (NPS) Ltd. (Leeds) were commissioned to complete a feasibility study to assess the alternate delivery solutions proposed by Children's Services with the intention to provide a more cohesive and cost effective solution.
- 2.6 Phase three now consists of a one classroom, traditional build extension to the key stage two, 'junior', block. This was determined to be the most cost effective solution for delivering the additional teaching space required as detailed within the feasibility report. This proposal has subsequently been developed with the City Council's JV partner NPS Leeds.

3.0 Main Issues

3.1 Proposal

- 3.1.1. Phase III of the Basic Need expansion scheme at Farsley Farfield Primary School has been developed in conjunction with NPS. Following consultation with colleagues within LCC Procurement Unit the project was tendered via the YorBuild framework.
- 3.1.2. R.H. Fullwood & Co. Ltd. submitted a tender for the works detailed within this report on Wednesday 9th April 2014 and were one of four contractors who applied for the scheme via the YorTender system.
- 3.1.3. Following a tender evaluation completed by NPS this report seeks to accept the tender from R.H. Fullwood & Co. Ltd. in respect of the works at Farsley Farfield Primary School and award them the contract in accordance with Leeds City Council procurement rules.
- 3.1.4. A copy of the tender decision reported completed by the schemes appointed Quantity Surveyor from NPS is appended to this report as a confidential attachment (Appendix A)

3.2 Programme

- 3.2.1. Formal acceptance of the tender is required at the earliest available opportunity to ensure an anticipated handover of the site to the developer on Monday 19th May 2014 in order to provide the supplementary accommodation for occupation on Friday 22nd August 2014.

4.0 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1. The proposed scheme and associated works has been the subject of consultation with Children's Services Officers and school representatives. A public consultation was undertaken prior to delivery of phase one in 2011. Children's Services will continue to brief Councillors at key stages throughout the construction programme.

4.2 Equality & Diversity / Cohesion & Integration

- 4.2.1. The recommendations within this report do not have any direct nor specific impact upon any of the groups falling under equality legislation and the need to eliminate discrimination and promote equality.
- 4.2.2. An 'Equality, Diversity, Cohesion & Integration' screening document was completed to support the 'Design Cost Report' for this project; this is appended to this document as Appendix C.

4.3 Council Policies & City Priorities

- 4.3.1. This scheme is due to be delivered under the City Council's Basic Need programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places.

- 4.3.2. All proposals within the report have been brought forward to fulfil the Council's statutory duty to secure sufficient school places. In providing places close to where the children live the proposals will improve accessibility of local and desirable school places, and thus reduce any risks of non-attendance

4.4 Resource & Value For Money

- 4.4.1. The tender price is based upon the completed form of tender, design drawings and specification provided by NPS, specific technical information relating to these proposals produced as a consequence of the project (technical surveys etc.) as well as site specific information provided through the YorTender system.
- 4.4.2. NPS (Leeds) have continued their involvement on this scheme beyond the cost estimate provided within the DCR (produced at RIBA Stage D) and have provided Quantity Surveyor and project administration services during the tender period. The attached tender report (Appendix A) has determined that the successful tender represents value for money.
- 4.4.3. All works have been procured in accordance with Leeds City Council's contract procedure rules. Following specific advice from LCC Procurement Unit the scheme was tendered via the YorBuild framework methodology utilising a NEC3 contract form.

4.5 Full Scheme Estimate

- 4.5.1. The tender submission provided by R.H. Fullwood & Co. Ltd. of £139,310.80 is within the tolerances of the pre-tender estimate provided by NPS (Leeds) Ltd. An evaluation of this submission has been completed by NPS and it has been confirmed to offer value for money and a competitive rate for the works. The other figures associated with the project are commercially sensitive and have not been detailed here for confidentiality purposes, however the total value of the project is within the budget limit of £219,157 approved by the Lead for the Built Environment on 18th December 2013.

4.6 Prior Approvals

- 4.6.1. A planning application for the aforementioned works was submitted in September 2013, planning permission was subsequently granted on the 27th November 2013 with minor conditions.
- 4.6.2. Approval to spend was granted by the Lead Officer for the Built Environment under delegated powers from the Director of Childrens Service on 18th December 2013. This decision granted approval to spend a total of £219,157 to cover all elements of the phase three expansion of Farsley Farfield Primary School.

4.7 Legal Implications, Access to Information & Call-in

4.7.1. Implications for Council Policy & Governance

- 4.7.1.1. Appendices A & B of this report have been marked as confidential under the 'Access to Information Procedure Rules' 10.4 (3) on the basis that they contain information relating to the financial or business affairs of any particular person (including the authority holding that information) which, if made public record, would / or would likely prejudice the commercial interests of said person / the Local Authority.

4.7.2. The Project has been detailed on the future list of 'Key Decisions' since December 2013 and has not been subject to any 'call-in' requests.

4.7.3. The tender has been procured in accordance with the City Council's contract procedure rules and thus should be awarded to the lowest priced tenderer in-line with the stipulated assessment criteria.

4.8 Risk Management

4.8.1. The works detailed within this report were procured in accordance with the City Council's procurement rules using an 'Open Tender' issued via the YorTender system (contract reference no. YORE-9GHPUE)

4.8.2. General risk to the project as a whole is to be managed through the application of 'best practice' project management tools and techniques via the Council's Delivering Successful Change Methodology. Experienced Project Management resource from Children's Services will be tasked with ensuring the project remains within the predetermined risk tolerances.

4.8.3. A risk log has been maintained throughout the project and escalation is via the Basic Need Programme Manager.

5.0 Conclusions

5.1.1. An evaluation of the tender submission from R.H. Fullwood & Co. Ltd. completed by NPS (Leeds), and verified against the RIBA Stage D cost estimate, has determined that the price provided is competitive and displays value for money. The recommendation therefore is to accept R.H. Fullwood & Co. Ltd. tender in the sum of £139,310.80 and proceed with contract award as soon as possible in order to achieve the programmes dates stipulated in section 3.2 of this report.

6.0 Recommendations

6.1 The Head of Strategic Development and Investment is requested to:

6.1.1. Approve the request to award the contract in the sum of £139,310.80 to R.H. Fullwood & Co. Ltd. for construction of a one classroom extension to Farsley Farfield Primary School.

7.0 Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.