

**Report of the Principal Development Officer**

**Report to the Built Environment Programme Manager**

**Date: 7<sup>th</sup> July 2014**



**Subject: Tender Acceptance Report : Kitchen Ventilation Package 3 –  
Armley, Lawns Park, and Pudsey Southroyd Primary Schools  
Capital Scheme Number: 16470 KIT ARM, 16470 KIT LAW, 16470 KIT STH**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Armley, Farnley and Wortley, Pudsey	<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: RULE NO 10.4 (3) Appendix number: 1 : Tender Report	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**Summary of main issues**

1. On the 24<sup>th</sup> April 2013, the Director of Children’s Services approved a report bringing forward proposals to continue Planned Maintenance across maintained, Foundation (Trust) schools and children’s centres on school sites to address the highest priority condition works in five areas: boiler replacement; roofing works; external wall; windows and door replacement; Electrical services; and compliance in respect of kitchen ventilation.
2. The report detailed proposals to spend £3,009,400 of the 2012/13 total Capital Maintenance grant allocation of £8.4M, on these priority works for delivery in 2013/14.
3. This report seeks approval to accept a tender in respect of Kitchen Ventilation works at Armley, Lawns Park, and Pudsey Southroyd Primary Schools as part of the above agreed programme.

## **Recommendation**

- 4 The Built Environment Programme Manager is requested to accept the tender supplied by CHC Group Ltd in the sum of £ 216,685.00 to carry out Kitchen Ventilation works at Armley, Lawns Park, and Pudsey Southroyd Primary Schools.

### **1.0 Purpose of the Report**

- 1.1 The purpose of this report is to request that the Built Environment Programme Manager approves the acceptance of a tender supplied by CHC Group Ltd in the sum of £216,685.00 in respect of Kitchen Ventilation works at Armley, Lawns Park, and Pudsey Southroyd Primary Schools.

### **2.0 Background**

- 2.1 The overall construction design and costs were the subject of a report which was approved by the Director of Children's Services on 24<sup>th</sup> April 2013 and which approved a total scheme cost of £3,009,400 including construction and fees. This approval was for a package of works to address priority 1 building condition issues for a number of schools, of which Armley, Lawns Park, and Pudsey Southroyd Primary Schools are three and will be fully funded by the local authority.

### **3.0 Main Issues (Proposal)**

- 3.1 The Kitchen Ventilation works were designed by NPS and competitively tendered through the PPPU Procurement Unit, and the lowest priced acceptable tender was submitted by CHC Group Ltd in the sum of £216,685.00. Appendix 1 (confidential) details the tender evaluation. This report seeks approval to award works to the above mentioned contractor for the provision of Kitchen Ventilation works at Armley, Lawns Park, and Pudsey Southroyd Primary Schools..
- 3.2 It is proposed that the works will commence on 23<sup>rd</sup> July 2014 with completion by 31<sup>st</sup> August 2014.

### **4.0 Corporate Considerations**

#### **4.1 Consultation and Engagement**

- 4.1.1 The works will be internal to the school buildings and require no planning approval.
- 4.1.2 There will be no impact on the community requiring engagement or consultation. Once approval is given Ward Members will be informed of the schools in the respective wards where works will be commissioned and the proposed programme carried out.

## **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 A screening document has been prepared and an independent impact assessment is not required for the approvals requested. The screening document has been sent to the Equality Team to be approved and published

## **4.3 Council policies and City Priorities**

- 4.3.1 These works will contribute towards the modernisation of the school estate within the city, thereby assisting in the raising of standards and increasing education attainment amongst school pupils and help with future staff retention.

## **4.4 Resources and value for money**

- 4.4.1 The overall construction design and costs were the subject of a report which was approved by the Director of Children's Services on 24<sup>th</sup> April 2013. This approval was for a package of works to address priority 1 building condition issues for a number of schools, of which Armley, Lawns Park, and Pudsey Southroyd Primary Schools are three and will be fully funded by the local authority.
- 4.4.2 Through a competitive tender exercise, the lowest priced acceptable tender was submitted by CHC Group Ltd in the sum of £216,685.00

## **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 Appendix 1 of this report has been marked as confidential under Access to Information Procedure Rules 10.4 (3) on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) which, if disclosed to the public, would, or would be likely to prejudice the commercial interests of that person or of the Council.

## **4.6 Risk Management**

- 4.6.1 Operational risk will be addressed by effective use of CDM Regulations, close supervision of contractors on site and continual liaison with schools identified in the maintenance programme.
- 4.6.2 Particular concerns with regard to asbestos will be identified by undertaking appropriate surveys prior to work commencing. Removal of asbestos will be undertaken, as required, out of school hours with suitably qualified specialists being appointed to carry out works, and to undertake testing to current legislative standards with full notification to the Health and Safety Executive.
- 4.6.3 These procedures will ensure the highest possible standards and control measures in relation to Health & Safety relating to all occupants and contractors at each school site.

## **5.0 Conclusions**

- 5.1 The tender value is within the budget provision of the Planned Maintenance Programme 2012/13 Design and Cost Report which was approved by the Director of Children's Services on 24<sup>th</sup> April 2013
- 5.2 The tender evaluation has been carried out by NPS Leeds Ltd who have recommended that LCC accepts the tender of CHC Group Ltd to undertake the Kitchen Ventilation works at Armley, Lawns Park, and Pudsey Southroyd Primary Schools

## **6.0 Recommendation**

- 6.1 The Built Environment Programme Manager is requested to accept the tender supplied by CHC Group Ltd in the sum of £ 216,685.00 to carry out Kitchen Ventilation works at Armley, Lawns Park, and Pudsey Southroyd Primary Schools.

## **7 Background documents<sup>1</sup>**

None

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<sup>1</sup> 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.