

Report of the Executive Project Manager, PPPU

Report to Director of Children's Services

Date: 9 December 2014

Subject: Tender Acceptance Report Basic Need – Pudsey St Joseph's Catholic Primary School



Capital Scheme Number: 16981/PSJ/000

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): 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: Confidential under 'Access to Information' Procedure Rules 10.4 (3) – Appendix A&C	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Summary of main issues

- 1 The Design & Cost Report to deliver the proposed Basic Need new build expansion of the Primary School on the existing site was approved by Director of Children's Services on 27/10/14 in the sum of **£1.5million**.
- 2 The purpose of this report is to request authority to accept a tender in the sum of **£1,282,713.00** to Berman Building Co Ltd to construct the extension and undertake the remodelling in the existing building for the Basic Need new build expansion of Pudsey St. Joseph's Catholic Primary School.

Recommendations

The Director of Children's Services is requested to:

- Approve the request to award the contract in the sum of **£1,282,713.00** to Berman Building Co Ltd to construct the new extension and undertake the remodelling in the existing building for the Basic Need new build expansion of Pudsey St. Joseph's Catholic Primary School.
- Authorise the signature of all other documentation that is required to deliver the project in the opinion of the Programme Manager Built Environment.

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 **£1,282,713.00** for Berman Building Co Ltd to construct a modular building for the Basic Need new build expansion of Pudsey St. Joseph's Catholic Primary School.

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 1300 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 The proposal for the extension to the school on Mount Pleasant Road forms part of the on-going work to address capacity and sufficiency across all of Children's Services, which includes provision for primary and secondary school places, early years, as well as specialist provision. These proposals form part of the Council's Basic Need Programme that embeds the 'one council' approach that has achieved shared ownership of proposed solutions.

2.4 The expansion of places at this school was approved by Executive Board on the 17th June 2014 following public consultation and the publication of statutory notices for the expansion. This proposal is for an increase in school places to serve the area and does not replace any existing schools or places within the community.

2.5 The scope of the project is to design and build a two storey extension to house three new additional classrooms and ancillary facilities, including a library (the existing library will be demolished as part of the remodelling), which will serve Key Stage 2, office, group space, storage areas and staff room, to facilitate the increase of the school to a 1.5 FE primary school. The scope also includes remodelling of existing areas to accommodate the reception class base, store and a small library serving Key Stage 1. Some external works to car park, access points and landscape improvements to play areas are included. There are some necessary off site highways works.

2.6 The new extension and remodelled internal areas will be completed and ready for occupation by September 2015, with building work due for completion in August 2015. The first intake of additional 15 reception class pupils will be in September 2015 and the school will fill to maximum capacity over a period of 7 years.

2.7 In February 2013 the Council's Executive Board approved the undertaking of formal consultation on the expansion of Pudsey St Joseph's Catholic Primary from a capacity of 210 to 315 pupils. This expansion will be provided on the existing school site. No statutory consultation was held and no Statutory Notice was required as the school is part of the Bishop Wheeler Catholic Academy.

3.0 **Main issues**

3.1 The proposed work to expand Pudsey St Joseph's Catholic Primary School consists of the following components:

- Construction of a two storey extension to provide 3 classrooms and associated ancillary facilities (library/ resource area, staff workroom, staff room, toilets, cloaks, stores etc.). The existing hall will be extended to provide a studio separated by folding dividing partition; the existing staff room will be relocated in the new build and the existing floor space will be amalgamated into the Reception class space.
- External works will include the creation of additional staff car parking and hard play to meet outdoor play requirements. Existing outdoor play furniture will be re-provided in a new location.
- A contribution towards additional teaching furniture and ICT equipment required to populate the new classroom spaces.

3.2 The admission limit will change permanently in September 2015.

3.3 Following a tender evaluation completed by NPS Leeds this report seeks to accept the tender in respect of proposed works at Pudsey St Joseph's Catholic Primary School and award the contract in accordance with Leeds City Council procurement rules. A full copy of the tender report is appended to this document at **Appendix A**.

4.0 **Programme**

4.1 Formal acceptance of the tender is required at the earliest opportunity to ensure that the contractor can mobilise and commence works in early January 2015 to ensure the challenging project programme can be maintained. The works are scheduled to complete on the 28th August 2015.

5.0 **Corporate Considerations**

5.1 **Consultation and Engagement**

5.1.1 The proposed scheme and associated work at Pudsey St Joseph's Catholic Primary has been the subject of consultation with Children's Services Officers, school representatives and local ward members. All detailed project communication is being managed via a formal project communication plan.

5.1.2 Pre-planning meetings have been held with officers from Planning & Highways prior to the submission of the planning application. Substantial engagement has taken place with key stakeholders. Elected members were briefed in October 2013.

5.1.3 Consultation meetings with reference to the proposed designs have been held with the School.

5.1.4 Local Members have been briefed on progress of the scheme and the Basic Need Programme Manager holds regular 6 weekly meetings with the Deputy Executive Board Member, Children's Services (Learning). Children's Services and PPPU will continue to brief Councillors at key stages throughout the expansion project as required.

5.2 **Equality & Diversity / Cohesion & Integration**

5.2.1 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.

5.2.2 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 B**. (Note this is in two parts)

5.3 **Council Policies & City Priorities**

5.3.1 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.

5.3.2 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.

5.3.3 The Pudsey St Joseph's scheme is linked to the Best Council Plan 2013-2017 objective of becoming a Child Friendly City and an efficient and enterprising council by improving how we're organised and making best use of our assets. The council are ensuring value for money is achieved and costs are minimised through the effective procurement and delivery of projects.

5.4 **Resource & Value for Money**

5.4.1 NPS have carried out an evaluation of the tenders received and recommended that the tender of Bermar Building in the sum of **£1,282,713** that is arithmetically checked and acceptably priced be accepted.

5.4.2 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 through a competitive process utilising an NEC3 contract form.

5.5 **Full Scheme Estimate**

5.5.1 The tender submission provided by Bermar Building Co Ltd of **£1,282,713.00** is within the cost envelope set out in the DCR approval . An evaluation of this submission has been completed by NPS and it has been confirmed to offer value for money.

5.6 Prior Approvals

5.6.1 A planning application for the aforementioned works was submitted on 2 April 2014, planning permission was subsequently granted on 30th July 2014 with minor conditions.

5.6.2 Approval to spend was granted by Executive Board in September 2014. The Design and Cost Report signed by the Director of Childrne’s Services on 27th October 2014 granted approval to spend a total of **£1.5million** to cover all elements of the expansion of St Joseph’s Catholic Primary School. The original DCR approval breakdown of costs is set out at **Appendix C Table 1** below along with a revised distribution of cost to reflect the actual spend at **Appendix C Table 2**.

6.0 Legal Implications, Access to Information & Call-in

6.1 Implications for Council Policy & Governance

6.1.1 The Project has been detailed on the future list of ‘Key Decisions’ and has not been subject to any ‘call-in’ requests.

6.1.2 The tender has been procured in accordance with the City Council’s contract procedure rules.

7.0 Risk Management

7.1 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 PPPU will be tasked with ensuring the project remains within the predetermined risk tolerances.

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

8.0 Conclusions

8.1 An evaluation of the tender submission from Bermar Building Co Ltd and verified against the pre-tender cost estimate, has determined that the price provided is competitive and displays value for money. The recommendation therefore is to accept Bermar Building Co Ltd.’s cost for the works in the sum of **£1,282,713.00** and proceed with contract award as soon as possible in order to achieve the programmes dates stipulated in section 4.1 of this report.

9.0 **Recommendations**

9.1 The Director of Children's Services is requested to:

- Approve the request to award the contract in the sum of **£1,282,713.00** to Bermar Building Co Ltd to carry out the building works required for the Basic Need new build expansion of Pudsey St Joseph's Catholic Primary School.
- Authorise the signature of all other documentation that is required to deliver the project in the opinion of the Programme Manager Built Environment.

10. **Background documents**¹

10.1 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.