

Report of the Asset Management Planning Manager

Report to the Built Environment Programme Manager

Date: 9 July 2015

**Subject: Tender Acceptance Report : Woodlesford Primary School
Capital Scheme Number: 32014/EXP/WOO & 32232/WIN/000**



Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Rothwell	<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. Two Design and Cost Reports have previously been approved in relation to the works detailed in this Tender Acceptance report as follows:
 - On the 27th March 2015, 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: mechanical services; roofing works; external wall; windows and door replacement; Electrical services; and compliance in respect of kitchen ventilation.
 - On 23rd April 2015, a proposal to carry out essential kitchen improvement works to address significant Health & Safety concerns at Woodlesford Primary School was approved by the Built Environment Programme Manager.
2. These reports detailed proposals to spend £202,651.32 from combined capital scheme numbers 32232/WIN/000 & 32014/EXP/TAL

3. This report seeks approval to accept a tender in respect of Kitchen extension and refurbishment works including the replacement of windows at Woodlesford Primary School as part of the agreed programmes.

Recommendation:

The Built Environment Programme Manager is requested to accept the tender supplied by Simplicity Construction Ltd in the sum of £184,435.00 to carry out a Kitchen extension and refurbishment works including window replacement at Woodlesford Primary School.

1.0 Purpose of the Report

- 1.1 The purpose of this report is to request that the Built Environment Programme Manager approve the acceptance of a tender supplied by Simplicity Construction Ltd in the sum of £184,435.00 in respect of Kitchen extension and refurbishment works including the window replacement at Woodlesford Primary School.

2.0 Background

- 2.1 The overall construction design and costs were the subject of two reports which were approved by the Director of Children's Services and the Built Environment Programme Manager on 27th March & 23rd April 2015 respectively and which approved a total scheme cost of £233,025.24 including construction and fees.
- 2.2 These approvals are part of the Planned Maintenance requirements across maintained, Foundation (Trust) schools and children's centres on school sites to address the highest priority condition works in five areas: mechanical services; roofing works; external wall; windows and door replacement; Electrical services; and compliance in respect of kitchen ventilation including the implementation of the phase two of the Universal Infant School Meals Strategy, of which Woodlesford Primary School is one and will be fully funded by the local authority.
- 2.3 In order to mitigate potential health and safety risks or CDM issues on site, it was decided that the two separate work packages should be combined and tendered as one package, minimising the number of individual contractors working on site at the same time. It was also considered that greater value for money would be achieved by combining the works.

3.0 Main Issues (Proposal)

- 3.1 The kitchen extension and refurbishment works including the window replacement requirements were designed by NPS and competitively tendered through the PPPU Procurement Unit, and the lowest priced acceptable tender was submitted by Simplicity Construction Ltd in the sum of £184,435.00. Appendix 1 (confidential) details the tender evaluation. This report seeks approval to award works to the above mentioned contractor for the provision of the kitchen extension and refurbishment works including the window replacement at Woodlesford Primary School.

3.2 It is proposed that the works will commence on 20th July 2015 with completion by 14th September 2015.

4.0 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The majority of the Kitchen works will be internal to the school building with a small extension being built adjacent to the hall under permitted development, and therefore does not require planning approval. The replacement windows also do not require planning approval.

4.1.2 There will be no impact on the community requiring engagement or consultation.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 A screening document was previously prepared for the two Design and Cost Reports and an independent impact assessment was not required for the approvals requested.

4.3 Council policies and Best Council Plan

4.3.1 These works will contribute towards the modernisation of the school estate within the city, providing a safe, warm and watertight learning environment which contributes to the achievement of targets within Children and Young People's Plan. and the Children and Families Bill 2014, which requires a commitment for all primary schools to offer a hot free school meal to all children in reception, year one and year two from 1 September 2014.

4.3.2 An objective of the Best Council Plan 2013-2017 is to become an efficient and enterprising council by improving how we're organised and making best use of our assets. As part of this scheme, the council are ensuring value for money is achieved and costs are minimised through the effective procurement and delivery of projects.

4.4 Resources and value for money

4.4.1 The overall construction design and costs were the subject to the reports which were approved by the Director of Children's Services and the Built Environment Programme Manager of Children's Services on 27th March & 23rd April 2015 respectively. These approvals authorised expenditure to carry out essential kitchen improvement works to address significant Health & Safety concerns and included window replacement at Woodlesford Primary School and will be fully funded by the local authority.

4.4.2 By combining the two work packages together and tendering the works as one project, it is considered that greater value for money has been achieved.

4.4.3 Through a competitive tender exercise, the lowest priced acceptable tender was submitted by Simplicity Construction Ltd in the sum of £184,435.00. The tender has been checked and validated by the Council's design consultant partner, NPS Leeds Ltd, who have confirmed that the tender represents value for money.

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 our consultant and school. Although there are two distinct work packages, these have been combined under one tender and therefore the works will be managed by a single main contractor, which reduces the risk from a CDM perspective.
- 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.
- 4.6.4 A project level risk log has been maintained throughout the project and escalation is via the Programme Manager.

5.0 Conclusions

- 5.1 The tender value is within the budget provision of the Planned Maintenance Programme 2014/14 and the Universal Infant Free School Meals Grant 2014/15. These Design and Cost Reports were approved by the Director of Children's Services and the Built Environment Programme Manager on 27th March & 23rd April 2015 respectively.
- 5.2 The tender evaluation has been carried out by the Council's design consultant partner, NPS Leeds Ltd, who have confirmed that the tender represents value for money and recommended that LCC accepts the tender of Simplicity Construction Ltd to undertake the kitchen extension and refurbishment works including window replacement at Woodlesford Primary School.

6.0 Recommendation

- 6.1 The Built Environment Programme Manager is requested to accept the tender supplied by Simplicity Construction Ltd in the sum of £184,435.00 to carry out the kitchen extension and refurbishment including the window replacement works at Woodlesford Primary School.

7 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.