

## Members' Library Service Request Form

Date of Document	02/05/12
Originator	Iain Farquhar
Originator's Ref (if any)	IF/ES
Document Title	Proposed Alterations and Extension at North Berwick Museum and Library

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Para 10 Tenders
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Cabinet
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Additional information:

Authorised By	Monica Patterson
Designation	Ex Dir - Services for Communities
Date	17/05/12

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**REPORT TO:** Members' Library Service

**MEETING DATE:**

**BY:** Executive Director (Services for Communities)

**SUBJECT:** Proposed Alterations and Extension at North Berwick Museum and Library

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## **1 PURPOSE**

- 1.1 To note the decision to award the contract for the Proposed Alterations and Extension at North Berwick Museum and Library to Messrs T & A Kernoghan, County Antrim.

## **2 RECOMMENDATIONS**

- 2.1 Cabinet is asked to note the decision of the Chief Executive (per the Head of Housing & Environment) as appointed representative under Standing Order Rule 46 and delegation Appendix 2a (Tenders) thereto and after consultation with the Provost, the Executive Director (Services for Communities) and the Head of Council Resources to accept Messrs T & A Kernoghan's tender amounting to £1,213,700.00 after checking and noting that it is open for consideration until 1 July 2012 for the Proposed Alterations and Extension at North Berwick Museum and Library.

## **3 BACKGROUND**

- 3.1 The Museum in North Berwick was opened in 1957 by the Royal Burgh Town Council with help from a grant from the Carnegie Trust in the old school building in School Road, North Berwick. With reorganisation of Local Government in 1973 East Lothian District Council took over responsibility for the Museum. The Old School Building in which the Library housed on the ground floor and the Museum on the upper floor is Grade C listed. By 2002 it failed to meet the legislative requirements for fire safety and disabled access and the Council ordered its closure. Since then the Council has maintained it only so far as necessary to keep it wind and watertight.

In February of 2011 the Council made financial provision of £1.5m for the re-opening of the building as a Museum for the coastal communities within the North Berwick ward. The plans include the incorporation of a cafe and some retail space which, in consultation on the Museum's future, were considered important elements.

The proposed works will bring the Grade C listed building which currently houses North Berwick Library back into use to provide a shared facility for the Local Housing and Customer Services office, Community Museum and Library. The works involve full refurbishment including re-roofing, window and fabric repairs, electrical rewiring, new heating installation, new toilets to Changing Places standard and energy efficiency works.

3.2 Tender Documents were issued to Six Framework Contractors and the following five offers were duly received, the three lowest being subjected to detailed checks resulting in the Tender Amounts indicated below:

Ref	Contractor	Tender Amount Before Checking	Tender Amount After Checking	Lowest Checked Tender Amount
1	T & A Kernoghan, County Antrim	£1,213,700.00	£1,213,700.00	<u>£1,213,700.00</u>
2	Clark Contracts Ltd, Paisley	£1,278,968.97	£1,260,636.88	
3	McLaughlin & Harvey Ltd Newtonabbey	£1,263,582.81	£1,264,038.45	
4	Graham Construction, Edinburgh	£1,339,291.00	Unchecked	
5	Hart Builders (Edinburgh) Ltd Macmerry	£1,400,832.13	Unchecked	
6	FMP Construction Joint Venture County Antrim	Late Tender	Unchecked	

3.3 As indicated at 3.2 Messrs T & A Kernoghan's tender amounting to £1,213,700.00 after detailed checking remains the lowest of the offers submitted and has been competitively priced throughout.

3.4 Messrs T & A Kernoghan have indicated that they propose to use the following Sub-Contractors:

- |                 |   |
|-----------------|---|
| Demolition Work | - Forth Demolition Ltd, Leith             |
| Stone Work      | - Hutton Stone Co Ltd, Berwick-upon-Tweed |
| Roofing Work    | - Braisby Roofing, Dunfermline            |
| Windows         | - Darnbridge Ltd, Rhyl                    |

Steelwork	- J & T Structural Services, Glasgow
Plumberwork/ Mechanical Work	- Express Heating, Edinburgh
Electrical Work	- Sturrock Power, Edinburgh
Insulated Render Work	- Volkerlaser Ltd, Glasgow
Painting & Decorating	- Dumbreck Contractors, Edinburgh
External Work	- Tarways Asphalte, Liverpool

3.5 The Contract is prepared on a firm price basis in terms of the Standard Building Contract with Quantities for use in Scotland (2011 Edition) issued by the Scottish Building Contract Committee and the Contractor has undertaken to complete the works within 35 weeks from the date of commencement.

### 3.6 COMMUNITY BENEFITS IN PROCUREMENT (CBIP)

3.6.1 This proposed project has been allocated a requirement to achieve **5** Community Benefit Points commensurate with the project nature, value and duration.

3.6.2 Messrs T & A Kernoghan have submitted with their Tender a Community Benefits proposal, CB5 – Work Experience of a minimum of 5 days for unemployed person (not necessarily young person), which satisfies this requirement.

## 4 EQUALITIES IMPACT ASSESSMENT

5.1 This Report is not applicable to the wellbeing of equalities groups and an Equalities Impact Assessment is not required.

## 6 POLICY IMPLICATIONS

6.1 None.

## 7 RESOURCE IMPLICATIONS

7.1 Financial – Together with the addition of restricted ELC Professional Fees & Expenses and External Structural Engineer and CDM Co-ordinator Costs, the total project expenditure will not exceed £1,473,700.00 and can be itemised as follows:

T & A Kernoghan's Checked Tender	£1,213,700.00
Allowance for Design Development & Risk	£ 60,000.00
Amount of restricted ELC Professional Costs & Expenses & External Structural Engineer & CDM Co-ordinator Costs	£ 140,000.00

Furniture & Equipment & IT (allowance)	<u>£ 60,000.00</u>
<b>Total</b>	<b><u>£1,473,700.00</u></b>

This expenditure will be contained within the sum allocated to North Berwick Museum (refurbishment) in the Council's Capital Plan (£1,500,000.00).

The major expenditure will be in the 2012/2013 financial year with the remaining retention monies allocated in the 2013/2014 financial year.

7.2 Personnel – None.

7.3 Other – None.

## **8 BACKGROUND PAPERS**

8.1 Background information on the North Berwick Museum Project.

<b>AUTHOR'S NAME</b>	Richard Jennings
<b>DESIGNATION</b>	Head of Housing & Environment
<b>CONTACT INFO</b>	Iain Farquhar – Ext 7317  IF/ES – 2 May 2012

**EAST LoTHIAN COUNCIL  
DEPARTMENT OF COMMUNITY SERVICES**

**Coastal Communities Museum at North Berwick  
Information for prospective members of the Shadow Committee**

**Background to the Museum Project**

The Museum in North Berwick was opened in 1957 by the Royal Burgh Town Council with help from a grant from the Carnegie trust in the old school building in School Road North Berwick. With reorganisation of local government in 1973 East Lothian District Council took over responsibility for the Museum. The Old School building in which the library housed on the ground floor and the Museum on the upper floor is Grade C listed. By 2002 it failed to meet the legislative requirements for fire safety and disabled access and East Lothian Council (ELC) ordered its closure. Since then the Council has maintained it only so far as necessary to keep it wind and watertight.

In February this year (2011) ELC made financial provision of £1.5m for the re-opening of the building as a museum for the coastal communities within the North Berwick ward. The plans include the incorporation of a café and some retail space which, in consultation on the museum's future, were considered important elements.

The Council has undertaken to re-open the museum on the understanding that the local communities will play an important part in its future management and operation. Following discussions with a working group of representatives of local community groups it was decided that a 'shadow' management committee should be set up at an early stage that would be charged with setting up the voluntary charitable organisation that would when the museum re-opened enter a formal agreement with the Council for the running of the museum.

The Coastal Communities Museum at North Berwick Shadow Committee will draw upon a range of expertise to support both strategic and operational matters associated with the re-opening of the museum in 2012. It is envisaged that committee members will have time to offer in devising the management of the re-opened museum and taking forward related tasks. This is likely to involve a time commitment in addition to attending regular committee meetings. The work of the shadow committee is likely to develop and change over time as it moves towards the creation of the formally constituted organisation. Key tasks for the shadow committee at this stage include:

- Establishing the fully fledged charitable management organisation for which the 'shadow' committee is the pre-cursor;
- Liaising with ELC on the re-opening of the building;
- Establishing links with individuals and community organisations that may contribute to the museum's future;
- Promoting publicity and support the museum;
- Developing the exhibition and event programme;

- Planning the role that can be played by volunteers;
- Taking forward arrangements for a café service and retail facilities.

It is envisaged that to assist with these tasks each Committee member will bring particular experience, skills or knowledge.

### **Composition of the ‘Shadow Committee’**

The shadow management committee will have up to 12 members:

Eight individual members selected initially by the Council as having appropriate experience, knowledge or expertise to assist in the opening of a coastal communities museum;

One representative appointed by each of the community councils for the NB coastal ward;

The Council’s Director of Community Services or his or her representative;

One member of East Lothian Council

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Applications for the eight individual positions on the shadow committee are encouraged from all those who have an interest in museums and heritage in general and in the museum in North Berwick in particular and who would like to serve the local community by assisting in its re-opening and future management.

Individuals who can contribute one or more of the following will be particularly welcome:

- General management or governance experience, in either the public or private sector.
- Experience of managing people including volunteers
- Marketing or retail skills
- Creative skills.
- Financial skills.
- Fundraising skills
- Knowledge of the heritage of the North Berwick coastal area.
- Knowledge and experience of working in the education sector.

But anyone who feels they have time, energy and passion to offer to assist in the re-opening and running of the museum is encouraged to write seeking an appointment.

Applications for membership of the shadow committee should be submitted in writing to Margaret O’Connor, Cultural Services Manager, East Lothian Council, Department

of Community Services, John Muir House, Haddington. East Lothian, EH41 3BX.  
email: [moconnor@eastlothian.gov.uk](mailto:moconnor@eastlothian.gov.uk)

*The closing date for applications is Monday 4 July 2011*

East Lothian Council  
May 2011