

## Members' Library Service Request Form

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| Originator                | Richard Jennings   |
| Originator's Ref (if any) |  |
| Document Title            | Proposed Temporary Modular Accommodation and Associated Works at Windygoul Primary School, Tranent |

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Additional information:

|               |                               |
|---------------|-------------------------------|
| Authorised By | Richard Jennings              |
| Designation   | Head of Housing & Environment |
| Date          | 02/08/13                      |

|                      |          |
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**REPORT TO:** Members' Library Service

**MEETING DATE:** 18 July 2013

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

**SUBJECT:** Proposed Temporary Modular Accommodation and Associated Works at Windygoul Primary School, Tranent

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## **1 PURPOSE**

- 1.1 To note the decision to award the contract for the Proposed Temporary Modular Accommodation and Associated Works at Windygoul Primary School, Tranent, to Messrs Clark Contracts Ltd, Paisley.

## **2 RECOMMENDATIONS**

- 2.1 Cabinet is asked to note the decision of the Executive Director (Services for Communities) (per the Head of Housing & Environment) as appointed representative under Standing Order Rule 46 and delegation Appendix 2a (Tenders) Scheme of Delegation Appendix 2 thereto and after consultation with the Provost and the Head of Council Resources to accept Messrs Clark Contracts Ltd's tender amounting to £276,956.71 after checking and correction and noting that it is open for consideration until 17 September 2013 for the Proposed Temporary Modular Accommodation and Associated Works at Windygoul Primary School, Tranent.
- 2.2 Cabinet is asked to note that the Executive Director (Services for People) has approved the award of this Contract.

## **3 BACKGROUND**

- 3.1 During the 2012/13 session, Windygoul Primary School had a roll of 498 and operated with 19 classrooms (using the existing 18 designated classrooms and 1 General Purpose Space). The pupil roll is projected to rise annually to a peak of 743 in 2020 before declining to a projected roll of 627 in 2026. This will require a maximum of 28 classrooms in 2020 with increased associated core accommodation for General Purpose areas, dining, PE and welfare, declining to 23 classrooms in 2026.
- 3.2 The pupil roll for the 2013/14 session will be 545 which will require 21 classrooms. It is proposed to accommodate the additional pupil numbers by providing temporary classrooms.

The planned 4 class sized spaces will provide sufficient accommodation for the pupil numbers until the beginning of the school session in 2015, when 23 classrooms will be required. This provides time to plan and deliver permanent expansion to a brief to be agreed with Education.

- 3.3 The proposed Works include the installation and rental for 24 months, of 4 class-sized modular units, together with toilets and cloakrooms and associated upgrade to electrical and IT infrastructure. The Works also include for subdividing the games hall to provide flexibility to ensure there is sufficient capacity for delivering PE in the curriculum to the increased number of pupils.
- 3.4 Tender Documents were issued to the six undernoted Lot 2 Framework Contractors and the following two offers were duly received, both 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   | Clark Contracts Ltd, Paisley            | £243,154.62                   | £276,956.71                  | £276,956.71                  |
| 2   | T & A Kernoghan Ltd<br>Co Antrim        | £431,700.00                   | £380,147.60                  |                              |
| 3   | Ashwood Scotland Ltd<br>Bathgate        | No Tender Returned            |                              |                              |
| 4   | Morris & Spottiswood Ltd<br>Glasgow     | No Tender Returned            |                              |                              |
| 5   | Hadden Construction Ltd<br>Auchterarder | No Tender Returned            |                              |                              |
| 6   | Gordon Guthrie Contracts<br>Edinburgh   | No Tender Returned            |                              |                              |

- 3.5 T & A Kernoghan Ltd's tender, on correction of arithmetic errors, copying errors and tender omissions, decreased from £431,700.00 to £380,147.60.

- 3.6 As indicated at 3.4 Messrs Clark Contracts Ltd's tender amounting to £276,956.71 after detailed checking and correction becomes the lowest of the offers submitted and has been competitively priced throughout.

This Sum is broken down as follows:

|  |                    |
|--|--------------------|
| Principal Contractor infrastructure works:   | £173,852.15        |
| Rental of modular units invoiced directly to ELC on a monthly basis by Portakabin Ltd. | <u>£103,104.56</u> |
| Total Tender Amount  | <u>£276,956.71</u> |

3.7 Messrs Clark Contracts Ltd will act as Principal Contractor for the Works and have indicated that they propose to use the following Sub-Contractor:

Temporary Modular Accommodation - Portakabin Ltd

3.8 The Contract has been prepared on a firm price basis in terms of the Conditions of Contract, Specification & Scope of Works and the Contractor has undertaken to complete the provision of the classroom works ready for occupation by **19 August 2013**.

#### **4 COMMUNITY BENEFITS IN PROCUREMENT (CBIP)**

4.1 Messrs Clark Contracts Ltd have submitted with their Tender the following Community Benefits proposal which satisfies the Council's requirements for a project of this nature, value and duration:

Providing a minimum of one week's work experience for one school pupil from an East Lothian School.

#### **5 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 Costs & Expenses, External Structural Engineer and CDM Co-ordinator Costs, the capital project expenditure will not exceed £201,000 and has been approved by the Head of Council Resources.

|                                   |                    |
|-----------------------------------|--------------------|
| Main Contract                     | £173,852.15        |
| (due directly to Clark Contracts) |                    |
| External Structural Engineer fee  | £ 1,897.50         |
| Furniture and IT Fit-out          | <u>£ 25,000.00</u> |
| Sub- total                        | <u>£200,749.65</u> |

In addition, there will be ongoing revenue cost for the rental of the temporary classroom units. This cost will total approximately £52,000 on an annual basis.

In the case of the capital project expenditure the amount identified above is in excess of the budget amount currently allocated within the existing Capital Plan. However, the Council's Capital Plan for 2013/14-2019/20 is currently being 'refreshed'. As part of this update changes will be made to reflect;

- Current estimated costs for the full Windygoul extension project ;
- Adjusted spending profiles.

Any Plan 'refresh' will be within the Capital Expenditure Limits previously agreed by the Council.

The revenue costs (temporary unit leasing/utilities/additional teachers etc) associated with this project will need to be managed within the existing budget set aside for the operation of the Council's primary schools

7.2 Personnel – None.

7.3 Other – None.

## **8 BACKGROUND PAPERS**

8.1 Appendix 1 – Tender Schedule

|                      |                                     |
|----------------------|-------------------------------------|
| <b>AUTHOR'S NAME</b> | Richard Jennings                    |
| <b>DESIGNATION</b>   | Head of Housing & Environment       |
| <b>CONTACT INFO</b>  | Liz McLean<br>LMcL/ES –18 July 2013 |

**PROPOSED TEMPORARY MODULAR ACCOMMODATION  
AT WINDYGOUL PRIMARY SCHOOL  
FOR EAST Lothian COUNCIL**

**APPENDIX 1 - TENDER SCHEDULE**

| <b>BREAKDOWN OF COSTS</b>  |   | <b>COST</b>                                       |
|--|---|---|
| <p><b>Preliminaries Cost:</b> 40% paid on <b>completion</b> of Site Services, foundation and enabling works and 40% paid on handover of completed units for use by East Lothian Council and 20% on completion of works within gym hall (multiroll partition &amp; structure).</p> <p>Including all items mentioned in Bill 1 of this document.</p>   |   | £ 26,884.80                                       |
| <p><b>Design Cost (Temporary Classroom Units):</b> Paid on supply of all drawings to East Lothian Council for Temporary Classroom Units detailing all foundations and services.</p> <p>Including Preparation Of Detailed Design, Design Team Meetings, Preparation Of Building Warrant Drawings, Construction Issue.</p>   |   | £ incl  |
| <p><b>Building Warrant Application Cost (Temporary Classroom Units):</b> Fee costs paid on registration of Building Warrant application to East Lothian Council. Balance paid on granting of permissions.</p> <p>Including Final Preparation of drawings including all printing and colouring, filing in of application forms, payment of fees and all liaison with the Building Standards Officers through to granting of Permissions.</p>  |   | Fees:<br>£ incl<br><br>£ 7,927.00                 |
| <p><b>Site Services, Foundation and Enabling Work Cost (Temporary Classroom Units):</b> Paid on completion of all associated work to ready the site for temporary units</p> <p>Including all underground drainage work, electrical and I.T. supply cables/ ducts, water supply pipework and foundation construction all to receive temporary units and works to existing buildings in connection with temporary classrooms.</p>  |   | £ 61,562.01                                       |
| <p><b>Supply &amp; Delivery Cost (Temporary Classroom Units):</b> Paid on site delivery</p> <p>Units Delivered To Site (Date To Be Confirmed).</p>   |   | £ 2,750.00  |
| <p><b>On Site Installation &amp; Fit-Out Cost (Temporary Classroom Units):</b> Paid on handover to East Lothian Council of all completed temporary classroom units and site making good.</p> <p>Including registration of completion certificate with the Building Standards Section of East Lothian Council and supply of as built drawings.</p>  |   | £ 7,843.44  |
| <p><b>24 month Hire Cost (Temporary Classroom Units):</b> Paid on a monthly basis with first payment one month after handover</p> <p><b>To Be Invoiced On A Monthly Basis. Directly by supplier to East Lothian Council</b></p> <p><u>Note: Monthly cost to be held should hire period extend over the 24 month hire period up to a maximum of 36 months.</u></p>  | <p><b>Monthly Hire Cost:</b></p> <p>£4,296.03</p> | <p><b>Total Hire Cost:</b></p> <p>£103,104.56</p> |
| <p><b>Installation costs for Multiroll Partition:</b> Paid in two parts as follows:</p> <p>On completion of all steelwork support as detailed on structural engineers drawing No. Drg. No. 2013282 – 01.</p> <p>On completion of all work in association with the fitting of the Dorma Multiroll Partition as detailed on Style Scotland Quotation No. SSC-Q08248.</p> <p>Cost should include for all scaffolding and services alterations as detailed on electrical and mechanical engineers drawings. All scaffolding must be included for both the structural work and the fitting of the partition system (allow for this at separate times)</p> |   | <p>£ 1,650.00</p> <p>£ 60,234.90</p>              |
| <p>Allow for Contingencies</p>   |   | £ 5,000.00  |
| <p><b>TOTAL AMOUNT OF TENDER (Exc. VAT)</b></p>  |   | <b>£276,956.71</b>                                |