

## Members' Library Service Request Form

Date of Document	27/07/16
Originator	Gary Fenwick
Originator's Ref (if any)	GF
Document Title	Proposed New Access Ramp at Ormiston Primary School, Ormiston

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Additional information:

Authorised By	Douglas Proudfoot
Designation	Head of Development
Date	27/07/16

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**REPORT TO:** Members' Library Service

**MEETING DATE:**

**BY:** Depute Chief Executive – Partnerships and  
Community Services

**SUBJECT:** Proposed New Access Ramp at Ormiston Primary  
School, Ormiston

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## **1 PURPOSE**

- 1.1 To note the decision to award the contract for the Proposed New Access Ramp at Ormiston Primary School, Ormiston to Messrs Gordon Guthrie Contracts Ltd.

## **2 RECOMMENDATIONS**

- 2.1 Cabinet is asked to note the decision of the Head of Development in consultation with the Head of Council Resources and the Head of Education to accept Messrs Gordon Guthrie Contracts Ltd's tender amounting to £48,316.40 after checking and correction, and noting that it is open for consideration until 18<sup>th</sup> October 2016, for the Proposed New Access Ramp at Ormiston Primary School, Ormiston.

## **3 BACKGROUND**

- 3.1 The existing main access to Ormiston Primary School falls below minimum standards required by the Disability Discrimination Act 1995, and currently disabled access to the building is through means other than using the buildings' main entrance. These works will provide full DDA compliant access to the building via the main entrance.
- 3.2 Tender Documents were issued to the three undernoted Framework Contractors who all agreed to tender via Quick Quotes on the Public Contract Scotland Website. Other Contractors from the relevant Council Contractor Framework Lot declined to take part.
- 3.3 Two of the tendering contractors failed to return a tender and one tender submission was received. This was checked arithmetically and for correctness of pricing. Tenders are as listed overleaf.

Ref	Contractor	Tender Amount Before Checking	Tender Amount After Checking & Adjustment	Lowest Checked Tender Amount
1	Gordon Guthrie Contracts Ltd Edinburgh	£43,924.00	£48,316.40	<u>£48,316.40</u>
2	Ashwood Scotland Ltd Bathgate	No return		
3	Morris & Spottiswood Ltd Edinburgh	No return		

- 3.4 As indicated at 3.3 Messrs Gordon Guthrie's tender amounting to £48,316.40 after detailed checking and correction is the only offer submitted and has been reasonably competitively priced throughout.

Gordon Guthrie Contracts Ltd's original tender had failed to include a client contingency and this was added during the tender check process resulting in the increased tender amount noted above.

Approval has been given by East Lothian Council's Procurement department to recommend for acceptance the tender received from Gordon Guthrie Contracts Ltd.

- 3.5 Messrs Gordon Guthrie have not yet provided details of proposed sub-contractors.
- 3.6 The Contract is prepared on a firm price basis in terms of the SBCC minor works Building Contract for Use in Scotland 2011 Edition incorporating Amendment 1 issued March 2015 issued by the Scottish Building Contract Committee, and the Contractor has undertaken to complete the works within 6 weeks from the date of possession.

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

- 4.1 Gordon Guthrie Contracts Ltd is currently satisfying its Community Benefits responsibility to the Council, based on credit earned through other work with the Council, for the purposes of this project.

#### **5 INTEGRATED IMPACT ASSESSMENT**

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy

## 6 POLICY IMPLICATIONS

6.1 None.

## 7 RESOURCE IMPLICATIONS

7.1 Financial – Together with the addition of ELC Professional Costs and External Consultant Costs, the total project expenditure will not exceed £51,866.40 and has been approved by the Head of Council Resources.

Main Construction Contract	£48,316.40
External Consultants (Principal Designer & Structural Engineer) and Building Warrant fees	<u>£3,550.00</u>
	<u>£51,866.40</u>

This expenditure will be contained within the Councils Property Renewals Budget for 2016/17 and 2017/18, and has approval from Council Finance.

The major element of this expenditure will be in the financial year 2016/17 with the remaining monies allocated in the following financial year, as set out below:

<u>2016/2017</u>	<u>2017/2018</u>
£50,658.40	£1,208.00

7.2 Personnel - None.

7.3 Other – None.

## 8 BACKGROUND PAPERS

8.1 None.

<b>AUTHOR'S NAME</b>	Douglas Proudfoot
<b>DESIGNATION</b>	Head of Development
<b>CONTACT INFO</b>	Gary Fenwick – Ext 7860
<b>DATE</b>	GF/CC 27/07/16