



Haringey Council

Report for:	Cabinet Member for Resources and Culture	Item Number:	
Title:	Marcus Garvey Library CSC – Refurbishment / Adaptations Construction Contract Award		
Report Authorised by:	Tracie Evans, Chief Operating Officer 		
Lead Officer:	Jon McGrath, Assistant Director Corporate Property & Major Projects		
Ward affected: Tottenham Green	Report for: Key Decision		

1. Describe the issue under consideration

- 1.1 On 17th March 2015 Cabinet approved a report regarding the vacation of staff from Apex House which is being transferred to new owners in November 2015. The report also approved the release of £3m to fund capital works relating to building and improvement works to Marcus Garvey Library to upgrade the infrastructure of the building and improve library, learning and customer services.
- 1.2 This report seeks approval from the Cabinet Member for Resources and Culture to appoint the recommended contractor T&B (Contractors) Ltd to deliver adaptation and refurbishment works at Marcus Garvey Library for the total contract cost of £2,092,662.55
- 1.3 This report also seeks approval from the Cabinet Member for Resources and Culture to issue a letter of intent prior to the formal contract signature for 10% of the contract value which is £209,266.26.

2. Cabinet Member introduction

- 2.1 The principle of refurbishing Marcus Garvey Library was agreed by Cabinet on the 17th March 2015.



- 2.2 The council recognises that Haringey's libraries provide an incredibly important service to the borough, which is why we are committed not only to protecting them, but investing in them. The proposals contained within this report will lead to more than £3m being spent on Marcus Garvey Library to create a fantastic facility for our residents. As a result of this significant investment, the library will get more study spaces, brand new computers, refurbished lifts, and will enable residents to interact with the council through a customer service centre on the first floor. The library's collection of books will also be refreshed whilst maintaining the much valued Marcus Garvey Collection that focuses on African-Caribbean authors and black history and heritage.
- 2.3 Given the scale of the work needed to improve the library, it will not be possible to keep the library open at the same time. The library will need to temporarily close for approximately 6 months while the works takes place. However, during this period, residents will still be able to access services at St Ann's or Coombes Croft libraries, with study spaces also being provided at Tottenham Town Hall and children's activities (such as Story Time, Sing Along for Toddlers and Messy Morning) being held at the Bernie Grant Arts Centre.
- 2.4 As a council, we have made a clear commitment to not only retaining our 9 libraries, but developing them into true hubs for the communities they serve. For Marcus Garvey Library, this £3m investment will enhance its integral role within the local community for years to come.

3. Recommendations

- 3.1 Request approval from the Cabinet Member for Resources and Culture to appoint the recommended contractor T&B (Contractors) Ltd to deliver refurbishment and adaptation works to Marcus Garvey Library for the sum of £2,092,662.55.
- 3.2 Request approval from the Cabinet Member for Resources and Culture to issue a letter of intent prior to the formal contract signature for 10% of the contract value in the value of £209,266.26.

4. Alternative options considered

- 4.1 The authority procured the contractor via Constructionline. The authority considered use of the Southern Construction Framework for award of this contract. Upon consideration, the SCF framework was considered not suitable for this size of project. The authority also considered the iESE contractors framework. This was unsuitable due to the framework expiry date of July 2015 which was prior to the start date for the construction element of this project. The London Construction Plan (LCP) Framework was also considered but was not finalised for use for this value of project at the start of the procurement process.



- 4.2 The works have been designed to Stage H (Tender Action) of the Royal Institute of British Architects (RIBA) Plan of Work (Stage 5 (Specialist Design) under the new RIBA guidelines).

5. Background information

- 5.1 £3m Capital funding was approved in March 2015 to support building (adaptation and improvement) works to Marcus Garvey library to refurbish and upgrade the building and support the inclusion of a customer services centre within the library, whilst maintaining library space and facilities.
- 5.2 The project was tendered using a lump sum single stage Traditional method of procurement. Other methods of procurement considered included single stage Design and Build, two stage Design and Build and two stage Traditional.
- 5.3 A list of six companies was generated from Constructionline, a government managed UK register of pre-qualified construction companies and were invited to submit a proposal in response to an Invitation to Tender. 5 responses were received and evaluated.
- 5.4 During the evaluation process, post tender clarifications were sought and fully responded to.
- 5.5 The tender was based on a 60 % quality and 40 % price bid and contract period of 16 weeks (Tender A). The contractors also could offer an alternative programme length as an alternative tender proposal (Tender B).
- 5.6 A quality assessment was conducted by an Evaluation Panel, comprising the Regeneration, Planning & Development Senior Project Manager, Marcus Garvey Delivery Manager, CDM Co-ordinator and the Lead Design Consultant. A pre agreed list of questions relevant to this project was included in the tender as part of the Qualitative Delivery Proposals (QDP). Each question was offered a score between 0 (for question not answered) to 5 (excellent) together with a weighted score.
- 5.7 The outcome of the quality and price scores is shown in the table below.

No.	Contractor	QDP 60%	Price 40%	Total
1	T&B (Contractors) Ltd	45.75%	40.00%	85.75%
2	Tenderer B*	54.30%	37.06%	91.36%
3	Tenderer C	40.95%	39.74%	80.69%
4	Tenderer D	39.75%	32.46%	72.21%



5	Tenderer E*	13.35%	35.11%	48.46%
6	Tenderer F	Declined to Tender		

* These tenders were deemed to be Non-Compliant. Please refer to further information relating to this table in the exempt report.

- 5.8 Quality and cost queries addressed through the clarification process with the contractor have been satisfied.
- 5.9 The recommended tender bid as the most economically advantageous **compliant** tender scored the highest combined marks for price and the highest tender score for quality and is within the budget allowances
- 5.10 The recommended tender submission is considered to offer good value for money.
- 5.11 The quantity surveyor for this project is satisfied with the pricing offered by –T&B (Contractors) Ltd
- 5.12 The defects liability period (rectification period) is 12 months.
- 5.13 The contract is to be awarded on a fixed price basis.
- 5.14 The procurement route is based on a traditional (full design) form of contract - JCT 2011 Standard Building Contract with Quantities.
- 5.15 Tenders include all construction costs, site establishment and management costs, contractors overhead and profit.
- 5.16 The contractor needs to be appointed as soon as possible in order to start the works in October 2015, or earlier.
- 5.17 Property and Capital Projects will continue to project manage the construction works through to completion and final accounts.

6. Comments of the Chief Finance Officer and financial implications

- 6.1 The Marcus Garvey project forms part of the Face 2 Face programme for the first phase of integration of the Council's libraries with customer services. The total approved budget for Phase 1 is £5,080,000. Within this, the Cabinet approved budget for Marcus Garvey was £3m.
- 6.2 The total cost of the Marcus Garvey project based on the recommended tender, which includes all construction costs, professional fees and fittings is £3.02m. This means that a call on the programme contingency of £0.02m (£20k) will be required to supplement the project budget allocation if this contract awarded.



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The contingency budget for the full programme is currently £345k, and exists to cover project risks.

- 6.3 There are two further construction projects within the programme, and these have not yet reached tender stage. Therefore, there is some risk of programme overspend, which will require descoping of these parts of the programme.

7. Comments of the Assistant Director of Corporate Governance and legal implications

- 7.1 The Assistant Director of Corporate Governance notes the contents of the report.
- 7.2 The Service now recommends an award to T&B (Contractors) Ltd based on the most economically advantageous tender in accordance with CSO 9.06.1(b).
- 7.3 Should the Lead Member see fit to approve the award, approval is sought for issue of a letter of intent for 10% of the contract value. This is allowed under CSO 9.07.3.
- 7.4 This is a key decision and the Service has confirmed this has been included on the Forward Plan.
- 7.5 Please see additional legal comments in the exempt part of the report.

8. Equalities and Community Cohesion Comments

- 8.1 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:
- tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;



- advance equality of opportunity between people who share those protected characteristics and people who do not;
- foster good relations between people who share those characteristics and people who do not.

8.2 An Equalities Impact Assessment has been completed for the proposed refurbishment of the library, included as Appendix B to this report, and uploaded on to the Haringey Council website. Two key areas have been highlighted by the EqIA process:

- The period of closure to complete works on the library will mean a period of disruption for existing service users, including those from the protected groups. The Council has put in place a clear plan to address this period of disruption which includes relocation of staff to St Ann's, Coombe's Croft, Hornsey, Wood Green and Muswell Hill Libraries to support additional customers, alternative provision for groups and events, as detailed in the EQIA, for example reading groups, senior citizen's drop in sessions and childrens' activities will be relocated to Bernie Grant Arts Centre and study space and Cllr sessions are to be reprovided in Tottenham Town Hall, together with augmentation of People's Network PCs at St Ann's and Coombes Croft libraries. In addition, as part of the tendering process, Contractors were assessed, in part, on their approach to minimising disruption during construction for other building users and neighbouring buildings. Proposals included descriptions of traffic management, to avoid deliveries at busy periods for road users, noisy works out of hours and communications proposals to keep all users informed.
- A key objective of the proposed works is to improve the accessibility and amenity of the existing site for staff and service users, including those from the protected groups. The Council has gone through a traditional design process and has therefore maintained control over the design of the works to ensure that they meet our high accessibility requirements, including DDA compliance under part M of building regulations. In addition to this, benefits highlighted in the Equalities Impact Assessment include:
 - No reduction in service provision – all services are maintained or improved though better buildings and IT, making services more accessible and effective;
 - No reduction in accessibility through opening hours – opening hours remain unchanged and are now some of the longest in London for library services;
 - Improved access arrangements - lifts will be repaired to give better access to the first floor, a new ramp will be provided via a new entrance and all development will be in line with current DDA requirements. Air con and heating will also be improved making the environment more comfortable for all;
 - The special collections of predominantly Black history and culture will be maintained and the library stock overhauled to reflect the community;



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- Children's services will be maintained;
- CCTV and additional security will be of benefit to all in creating a safer environment.

9. Head of Procurement Comments

- 9.1 The contractors have been selected from Constructionline (a fully owned and managed by Capita, UK register of pre-qualified construction services database).
- 9.2 The tender has been prepared and tendered on a quality 60%, price 40% basis for this award.
- 9.3 This award as stated above in paragraph 3.1 and in the table at 5.7 is the most economically advantageous tender for a contract period of 16 weeks and represents value for money.

10. Policy Implication

- 10.1 This proposal will enable the Council to deliver a key aspect of the Customer Services Transformation Programme and continue to meet its statutory obligations to provide a comprehensive and efficient library service.

11. Reasons for Decision

- 11.1 To award a contract which will enable the timely mobilisation and construction of works to Marcus Garvey Library.

12. Use of Appendices

- 12.1 Appendix A – Part B Exempt Report
- 12.2 Appendix B – Equalities Impact Assessment

13. Local Government (Access to Information) Act 1985

List of background documents:

- 13.1 This report contains exempt and non-exempt information. Exempt information is under the following categories (identified in amended Schedule 12A of the Local Government Act 1972);



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13.2 Information relating to financial or business affairs of any particular person (including the statutory holding that information), and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.