

Report for: Cabinet Member Signing – 10 March 2022

Title: Alexandra Park Library - Enhancement Works - Award of Construction Contract

Report authorised by: David Joyce, Director of Housing, Regeneration & Planning

Lead Officers: David Webb, Senior Project Manager, Major Projects, 07841 687496, david.webb@haringey.gov.uk

Ward(s) affected: Alexandra

**Report for Key/
Non-Key Decision:** Key Decision

1. Describe the issue under consideration

- 1.1 To request approval for an award of contract to carry out enhancement, compliance and condition works at Alexandra Park Library, pursuant to contract standing order 16.02.
- 1.2 Pursuant to Contract Standing Order (CSO) 16.02 to approve the issuance of a letter of intent.

2. Cabinet Member Introduction

- 2.1 As this report is being presented to Cabinet Member for Early Years, Children, and Families for a decision, Cabinet Member introduction is not required.

3. Recommendations

The Cabinet Member is asked:

- 3.1 Pursuant to Contract Standing Order 16.02, to approve an award to Contractor A (identified in the exempt part of the report) of up to £644,655.00.
- 3.2 To approve a client construction contingency of 10% that equates to £64,466.00, which will be strictly managed under change control governance arrangements.
- 3.3 To approve other sundry costs such as: PM fees, design fees, QS fees, statutory costs, contingencies, and sundry other costs amounting to £334,928.
- 3.4 To approve the issuance of a letter of intent for up to 10% of the contract value totalling £64,466.00.

4. Reasons for decision

- 4.1 In 2019, the Council allocated capital funds for major improvements to the Council owned libraries. The Council has committed funds from the Capital Programme for the Library IT and Building Upgrade works, and following completion of Stroud Green and Harringay, and Coombes Croft Libraries, currently the available budget is £1.91m. The aim of this programme is to improve the environment for customers and staff. Coombes Croft Library was completed in 2020 and Stroud Green and Harringay Library in November 2021. Alexandra Park Library is the next library in the Enhancement Programme sequence and will be followed by Highgate Library, Muswell Hill Library and Wood Green Library. Marcus Garvey and Hornsey Libraries were the subject of a separate refurbishment programme budgets and have been completed.
- 4.2 The objectives of the Library IT and Buildings Upgrade Programme are as follows:
- Revitalising internal space by reorganizing how the space is utilised and to upgrade finishes.
 - Redecoration in the main library areas.
 - Interior redesign of the library space to modernize and better facilitate library floor walking and self- service technology.
 - Enhanced lighting.
 - New furniture.
 - New stock and books.
 - New wayfinding signage.
 - IT upgrades including new hardware, RFID self-service kiosks, and improved Wi-Fi.
- 4.3 In early 2020, it was discovered that in addition to the aesthetic enhancements to be undertaken in the Library IT and Building Upgrade Programme, significant compliance and condition works were also required to all of the branch libraries. Following a gap analysis and review, the scope of the compliance and condition works at Alexandra Park Library has been agreed with Corporate Landlord, and to avoid unnecessary disruption to library customers and staff, the agreed scope of those works is now incorporated into the IT and Buildings Upgrade scheme.
- The works include external redecoration, paving repairs and improved accessibility ramp, roof repairs and insulation, new fire alarm, electrical rewire, and a new heating system.
- Corporate Landlord will be contributing the funding value of the compliance and condition works which has been agreed as £341,000 plus fees of £61,380, their total contribution being £402,380.
- 4.4 A Cabinet decision is requested in March 2022 to enable the mobilisation of the contractor, meaning works can commence in late March 2022 with completion of the works in August 2022. The Libraries IT and Building Upgrade programme is sequential so as not to impact Library Services, therefore, delay to commencement

of Alexandra Park Library will have a knock-on effect to the libraries that follow on in the programme sequence.

5. Alternative Options Considered

- 5.1 Do nothing – a decision not to support this award of construction contract will result in the Council's failure to suitably maintain the Alexandra Park Library by undertaking essential condition and compliance works, and further delay may mean the building fabric deteriorates in the ensuing years causing further disruption and expense. This would also increase the likelihood of reactive works at further cost to the Council. In addition, the experience of staff and customers will continue to be impaired as the aesthetic and ICT improvements will not have been carried out.
- 5.2 Delaying a decision further would add additional time to the programme. Not being able to award a contract and place orders at the earliest opportunity in March 2022 would mean that the ensuing libraries in the programme (Highgate, Muswell Hill and Wood Green) would also be delayed, as these are to be started and completed sequentially to minimise disruption to Library Services and customers.

6.0 Background Information

- 6.1 This project, forming part of the Library IT and Building Upgrade Programme is being undertaken to improve the current user experience and conditions at Alexandra Park Library. The aim is that this is to deliver the following benefits:
- Give a modern library space that meets the needs of its customers with fresh furniture, books, and decoration
 - Improvements to accessibility by the provision of a new entrance ramp, new internal lift and compliant staircase to the first floor.
 - The look and feel will be one that is clearly identifiable with LBH and have the capability to be adapted to suit the needs of the local communities and the building
 - The space available, and flexibility of that space, meets the needs of our partners and customers.
 - The library space has increased opportunity for working with partners and other service providers.
 - Working with the Libraries IT project to install new computing equipment and self-service technologies and provide containment and access routes for any equipment to be installed. Innovation and modern technologies relating to libraries will be used as an enabler for service provision, including improved self-services.
- 6.2 Inclusion of the identified condition and compliance works within this project will avoid additional disruption later whilst undertaking these extensive works, and further expense incurred due to programme prolongation and duplication.

- 6.3 The condition and compliance works include external redecoration, paving repairs, replacement of the roof covering, roof insulation, a new fire alarm system, electrical rewire, and a new heating system.
- 6.4.1 Additional budget allocation from the existing Corporate Landlord capital allocation has been made to cover the compliance and condition works, which will be contracted as one building contract along with the IT and Building Upgrade works. The total agreed Corporate Landlord budget contribution is £402,380 inclusive of associated fees.
- 6.4.2 This condition project will bring several benefits to the library and the Council, with the primary objective of providing an improved environment and enhanced accessibility for library customers and staff in line with Haringey’s borough plan. The incorporation of the compliance and condition works into this project will significantly reduce the risk of a health and safety incident or library closure through condition failure such as mechanical or electrical failure or roof leaks. The project will also help the library reduce its energy demands and relieve some budgetary pressure.
- 6.4.3 The procurement of a contractor has been undertaken on a traditional basis, with the works designed to Stage 4 of the Royal Institute of British Architects (RIBA) Plan. The form of contract will be JCT Standard Building Contract Without Quantities 2016.
- 6.4.4 A Building Control approval will also be required for both the enhancement and the compliance and condition elements of the works, provision was made for its application and discharge of any conditions within the tender.
- 6.4.5 Following completion of the developed design, the proposal was issued to the construction market via the Minor Works (DPS) Dynamic Purchasing System (London Construction Programme) – under the Education, Principal Construction Category. 7 tenders were received on the 14th January 2022. Tenders have been evaluated on a 60% cost and 40% quality basis by an independent evaluation panel. Arithmetical adjustments have been applied to the tenders during the clarification process with the result of this assessment shown below:

Tenderer	Price	Price Score (60%)	Moderated Quality Score (40%)	Combined Cost and Quality Score	Final Ranking
Contractor A	£644,655.00	60%	35.2%	95.2%	1

- 6.4.6 Details of the evaluation of 6 other tenderers’ returns are set out in the Part B of this report. The assessment concludes with a recommendation to award a construction

contract to Contractor A. up to the value of £709,121.00 (tender value £644,655.00 plus construction risk of £64,466.00).

- 6.5 The quantity surveyor for this project is satisfied with the pricing offered by Contractor A against the Pre-Tender Estimate (PTE). A detailed analysis of the tender returns against the PTE is provided within the tender analysis report and summarised in Part B.
- 6.6 The contract award to Contractor A can be delivered within the approved Libraries IT and Buildings Upgrade budget, with additional funding being provided from Corporate Landlord for compliance and condition related elements of the scope. A breakdown of the project budget can be found in the Part B report.
- 6.7 Library Services were involved in the design process, invited to be part of the evaluation panel and support the project. They are keen for the project to progress to avoid delay to the libraries later in the programme.

7 Contribution to Strategic Outcomes

- 7.1 This project proposal supports outcomes as outlined in the Borough Plan 2019-23, in particular:

All projects commissioned by Officers of the Council are expected to align with this plan and will be reflected in key capital project documentation such as project briefs, design briefs, business cases, project initiation documents (PID) and award reports. The relevant Borough Outcome for this project is: **People** - our vision is a Haringey where strong families, strong networks and strong communities nurture all residents to live well and achieve their potential.

8. Statutory Officer comments (Director of Finance, Procurement, Head of Legal and Governance, and Equalities)

8.1 Finance

- 8.1.1 The recommendation of this report is to award a contract to Contractor A. for £0.64m for the Phase 2 IT and Building Upgrade works and hold a client construction contingency of £0.06m offering an award value of up to £0.70m
- 8.1.2 In addition to this contract sum and based on the tendered value, there will be other costs in delivering the scheme. These are PM fees, design fees, QS fees, statutory costs, contingencies, and sundry other costs of £0.33m, resulting in a projected cost of £0.99m for the scheme inclusive of the cost of the Corporate Landlord condition and compliance works. Corporate Landlord have agreed a contribution of £0.40m, meaning that the IT and Buildings Upgrade costs are a total of £0.59m which can be contained within the approved 2021/22 and 2022/23 capital programme, under capital scheme reference number 621 – Libraries IT & Building Upgrade.

8.1.4 Forecast annual expenditure:

	2021/2022	2022/2023	2023/2024	Total
	£m	£m	£m	£m
Expenditure	0.05m	0.858m	0.082m	0.990m

8.2 Procurement

8.2.1 Strategic Procurement (SP) note that this report relates to the approval of award for Alexandra Park Library IT and Building Upgrade Works to Contractor A.

8.2.2 SP support the recommendations in this report in accordance with Contract Standing Orders clause 7.0.1. (b) and 16.02.

8.2.3 Pursuant to CSO 7.01(b) and Regulation 33 of the Public Contracts Regulations 2015, SP confirms that tenderers were invited to Tender through the Minor Works (DPS) Dynamic Purchasing System (London Construction Programme) – under the Education, Principal Construction Category.

8.2.4 Compliant tenders were received from 7 contractors with further clarifications needed to achieve the final price.

8.2.5 SP note that tender returns were evaluated independently by the Quality Panel prior to release of the Price element of the Tender. Contractor A scored the highest in quality and in price, scoring 95.2% overall

8.2.6 SP notes that as per section 8.1.1 of this report, funding is available for this Contract.

8.2.7 SP support the recommendations within this report and have no objections with awarding this Contract to Contractor A for value outlined in Section 1.1 of Part B of this report.

8.3 Legal

8.3.1 The Head of Legal and Governance (Monitoring Officer) has been consulted in the preparation of the report.

8.3.2 The contract referred to in the recommendations in the report has been procured through the Council's Minor Works Dynamic Purchasing System. This complies with procurement legislation and the Council's Contract Standing Orders.

8.3.3 In accordance with Contract Standing Order 16.02 the Cabinet Member for Early Years, Children, and Families has authority to approve the award of the contract referred to in the report.

8.4 Equality

8.4.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act

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.

8.4.2 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status apply to the first part of the duty.

8.4.3 The proposed decision to approve the award of a contract to carry out enhancement, compliance and condition works at Alexandra Park Library. This will impact all residents, in particular those of Alexandra ward, and users of library services, among whom older residents are overrepresented. These residents are also likely to share the protected characteristic of disability and/or poor health, including limited mobility.

8.4.4 The objective of the proposed decision is to improve the environment for customers and staff as part of the Library IT and Building Upgrade Programme affecting numerous Haringey libraries. The programme aims to revitalise internal spaces, redecorate, and redesign main library areas to modernise and introduce self-service technology, put new furniture, stock and signage in place, and upgrade IT systems. Works will also increase accessibility of Alexandra Park's library facilities by providing a new entrance ramp, internal lift and compliant staircase. This will lead to improved accessibility to the facilities for older residents, including those with disabilities or limited mobility. This will ensure that older and/or disabled residents are able to use the library more effectively. The proposed decision therefore represents a measure to address a known inequality disproportionately affecting older and/or disabled residents and advancing equality of opportunity for these residents by meeting their particular access needs.

8.4.5 As an organisation carrying out a public function on behalf of a public body, Contractor A will be obliged to have due regard for the need to achieve the three aims of the Public Sector Equality Duty as stated above. Appropriate contract management arrangements will be established to ensure that the delivery of the major works does not result in any preventable or disproportionate inequality.

9 Use of Appendices

9.1 Appendix A – Part B

10 Local Government (Access to Information) Act 1995

10.1 List of background documents:

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): Information relating to financial or business affairs of any particular person (including the authority holding that information).