

Agenda item:

Procurement Committee

on 27th June 2006

Report Title: **Amalgamation of North Harringay Primary School – kitchen phase I: Award of Contract (Part A)**

Forward Plan reference number (if applicable):

Report of: **Director of The Children's Service**

Wards(s) **Harringay**

Report for: **Non-Key Decision**

1. Purpose

1.1 This report seeks Member approval to award the contract for the amalgamation of North Harringay Primary School, Falkland Road, N8.

2. Introduction by Executive Member

2.1 North Harringay Primary School formally amalgamated in September 2004 and this report forms a further part of the amalgamation work, namely the construction of an onsite kitchen.

2.2 An onsite kitchen will help both the school raise the nutritional standards of the food it serves and help both the school and the council meet one of the key Every Child Matters Outcomes – Be Healthy.

2.3 I endorse the decision to award the contract for these works to Borrás Construction Ltd and would ask fellow elected members to do so.

3. Recommendations

3.1 That Members agree to award the contract for the above project, as allowed under Contract Standing Order (CSO) 11.01(b), to the contractor named in Part B, section 6.0.

Report Authorised by: **Sharon Shoemith, Director of The Children's Service.**

Signed

S. M. Shoemith

Date

12/06/06

Contact Officer: **Brendan Wells, Head of Property and Contracts**
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4. Executive Summary

4.1 The recommendation to the Chief Executive and the Director of The Children's Service is that the contract be awarded allowing construction works to commence in June 2006 and complete in November 2006 (22 weeks).

5. Local Government (Access to Information) Act 1985

5.1 List of background documents:

The following background documents were used in production of this report:

- Post-tender interview scoring as prepared by Dearle & Henderson;
- Tender cost report as prepared by Dearle & Henderson, March 2006;
- Pre-tender cost Plan as prepared by Dearle & Henderson.

5.2 See Part B for exempt information

6. Background

- 6.1 North Harringay Primary is a Victorian School that bring in off-site cooked meals which are then electrically heated prior to serving to the children. The Children's Service has recognised the need to improve the quality of food served to the children and staff at the school and to meet the increasing nutritional requirements that local authorities are being asked to meet. To facilitate this, and in agreement with the School, parents and Governors approval was obtained to create an on-site cooking facility for the amalgamated school. The overriding aim of the amalgamation scheme is to provide a seamless and jointly focussed transition for pupils from Key Stages One and Two through to Secondary education.
- 6.2 The amalgamation process is seeking to raise educational standards through improving the working environment of staff and pupils. The first phase of the planned works includes for the construction of a new dining centre over two floors to be built adjacent to the boiler room. This will also include for welfare, storage and office facilities for the new catering team to be employed on this scheme.

The ground floor will be the cooking kitchen and serving area with a service lift providing meals to the first floor serving area. Re-claiming the space previously used as a kitchen (many years ago) will feature in a future phase. The works have been planned to cause the minimum impact on the school, utilising as much of the summer recess period as possible.

- 6.3 Allied to the works is the provision of a new below ground gas supply to the school and the removal of the old supply which currently lies under the footprint of the new construction. Various below ground drainage alterations will also need to be carried out at the time. The works will also include the provision of a new boiler flue for the five recently installed boilers supplying the school's heating and domestic hot water services, provision of new windows to the ground floor hall and dedicated access to the kitchen service vehicles (waste collection, deliveries, etc). All works carried out will meet the current D.D.A. requirements.
- 6.4 Pre-submission discussions were held with Planning Officers to consider the design approach and details of the scheme. Two open events were held at the school for parents, local residents and other parties to view and comment on the proposals. Planning Permission has been granted.
- 6.5 The approval of this project will address Condition, Suitability, Inclusion and Sufficiency issues within the boundaries of the site. The School is located within the Harringay Ward of Haringey.
- 6.6 A pre-tender estimate was made for the works. This is below the EU Threshold for Works Contracts of this type; therefore the EU Public Procurement Rules for advertising within OJEU (Official Journal of the European Union) are not applicable.

7.0 Budget

- 7.1 Total funding provision has been made for this Phase I amalgamation project of £550k through the DfES Formulaic allocation to the Council for Primary Modernisation (£525k 2006-07, £25k 2007-08).

8.0 Description of Procurement Process

- 8.1 Tenders have been invited on a fixed price basis with a 22-week contract period. Five contractors were selected by rotation to bid, from the Council's approved contractor list, managed by the Construction Procurement Group (CPG), for the Amalgamation works. The selected companies are detailed in Appendix B.
- 8.2 The tenders were received on 3rd March 2006 and the results are as Part B paragraph 2.2. The tenders are open for 6 months hence should be accepted prior to 3rd September 2006.

Evaluation

- 8.3 The bids were evaluated on the basis of the most economically advantageous tender. The bidders were asked to submit method statements for the project quality assessment based on the following:-
 - Contract Management

- Supply Chain Management
- Liaison and Satisfaction
- Training, Development and Diversity
- Cost Management
- Health, Safety and the Environment
- Sustainability
- Quality
- Compliance of submission with Instruction to Tender document

8.4 Each contractor's cost submission was evaluated and scored by a representative from the professional quantity surveyor, the architect, the client body and Haringey Council's Construction Procurement Group. These scores contributed towards the collective scores for the contractors. Cost submissions included assessment of profit and overheads, and preliminaries.

8.5 The technical and quality submissions were evaluated by a panel which consisted of: -

- Hazel McCormack Young - Architects
- Dearle & Henderson - Quantity Surveyors and Cost Consultants
- Dearle & Henderson – Planning Supervisors
- Haringey Council, The Children's Service, Property & Contracts – Client Body
- Haringey Council – Construction Procurement Group

8.6 A session of post-tender Interviews was held with the four compliant tenderers in room 138 at Hornsey Town Hall on Thursday 1st June, 2006. The panel was as above. One tenderer submitted a non-compliant bid on the basis they refused to submit a priced copy of the Bills of Quantities. Haringey's Construction Procurement Group confirmed that this bid should be treated as non-compliant.

8.7 The results of these submissions and interviews are contained in Part B paragraph 3.4.

9.0 Consultation

9.1 Two consultation events were held during the design stage involving teachers, parents, governors and children including an open evening during a parent's evening to allow all interested parties to view the designs and speak to the professional team.

9.2 Local residents have also been consulted during the planning and design stages.

10.0 Key Benefits and Risks

Benefits

- 10.1 The provision of high quality meals to the children and staff at the school and the ability to design a kitchen from scratch to ensure that the menus reflect the chosen equipment. This kitchen will be able to raise nutritional standards within the part of the borough.
- 10.2 The new menus are being formulated between the Children's Service catering manager, the catering department and the school's Food Group.

Risks

- 10.3 The project is not without risk. As with all construction projects a significant proportion of risk is associated with the below ground excavation which includes services diversions and foul and surface drainage alterations. Contingency monies have been allocated against these items and in particular, the order for Transco's element is to be placed as one of the first items on the programme.
- 10.4 The scheme involves work within an occupied school, therefore, the school's Senior Management Team, the Contract Administrator and Haringey Council have agreed a methodology for how the works are to be undertaken and to mitigate any foreseen risks. This methodology shall be contained within the Construction Phase Health & Safety File.

11.0 Contract and Performance Management

- 11.1 The Conditions of Contract will be the Joint Contracts Tribunal (JCT) Intermediate Form of Building Contract 1998 Edition incorporating amendments 1 - 5. The Lead Designer and Contract Administrator is Hazel McCormack Young who were commissioned through and in accordance with the Haringey Construction Related Consultancy Services framework agreement.
- 11.2 Performance Management will be undertaken:
 - in accordance with the method statements supplied as part of the tender
 - in accordance with satisfying the client brief and the specified outputs from the school.

12.0 Summary and Conclusions

- 12.1 The provision of an in-house commercial cooking facility will go some way to meeting the rising demand for higher standards for school meals within our schools. This project forms part of the planned overall master plan for the school and will enable the construction of the school's new entrance at a later time.
- 12.2 There is an acceptable tender that can be afforded within the overall budget.

13.0 Recommendations

- 13.1 That the Members agree to award the contract for the kitchen phase of the amalgamation works at North Harringay Primary School to the contractor named in Part B, section 6.0.

14.0 Equalities Implications

- 14.1 The scheme is designed to ensure the Authority complies with statutory requirements in relation to the Building Regulations Part M 2004 "Access to and Use of Buildings", and the Disability Discrimination Act 2005 (DDA). This compliance only affects the areas within the scheme; not the buildings generally. This includes accessibility for wheelchair users and for those using a trolley for heavy loads supplying the kitchen by means of level access ramp from the loading area outside; 900mm clear door openings within the kitchen space, and accessible toilet to the staff areas at the rear of the kitchen. Contrasting colours will be used to aid the visually impaired including coloured anti-slip surfaces to indicate changes in level and in wet areas, also identification of nosings of all stairs. The scheme includes conventional and pictorial signage.

15.0 Health & Safety Implications

- 15.1 All contractors have been assessed as competent and obtained from the Approved List provided by Haringey Council's Construction Procurement Group. They also comply with the requirements of the Council's Health and Safety policy.
- 15.2 As required by the Construction (Design and Management) Regulations 1994, the Principal Contractor's Construction Phase Health and Safety Plan will be checked and approved by the Planning Supervisor prior to the commencement of work on site and assistance will be given to the school to modify its own Health and Safety Plan should it be necessary, due to the adjacent construction works.
- 15.3 As part of this contract and in conjunction with the Headteacher, the contractor will organise a presentation to the school from their Health and Safety advisor.
- 15.4 A rigid security hoarding will be erected around the site compound with observation panels to allow pupils and staff to monitor site progress whilst maintaining site safety.

16.0 Sustainability Issues

- 16.1 The design has been developed to complement the existing school, yet make a design statement using natural external materials obtained from a sustainable source.
- 16.2 The expansion also provides an opportunity to improve efficiency of the existing school by careful remodelling. This has been done in conjunction with the school's head teacher and deputies.

16.3 During the post tender interview, the proposed contractor advised that he will be directing that the site work force use public transport where possible, largely because there is no suitable parking on site or near site. Falkland Road (adjacent to site) is largely occupied by residents and teaching staff. The proposed contractor confirmed that an influx of construction orientated traffic may be problematic to the school and as such will be directing his contractors to use public transport. This is also referred to in clause A12 of the Prelims within the tender. In addition, the Prelims also require deliveries to be outside of the hours 09.00 – 15.30, and that commercial vehicles used by the proposed contractor should not wait in any Haringey streets between the hours of 21.00 and 07.00.

16.4 Energy Efficiency

Energy efficiency is being designed into the building including the use of four Sunpipes to the kitchen and food preparation area (to utilise natural lighting) and the provision of low energy lighting.

16.5 Materials

The proposed contractor advised the panel during the post tender interview that they proposed to use timber cladding will be sourced from a sustainable source. Evidence of this will be requested when the contractor is placing their orders.

16.6 Environmental Assessment

The proposed contractor has confirmed his willingness to use products with minimal use of protective packaging and to use transport suitably sized for the project. Where possible, due to the tight confines of the site, selected material will be taken from site and separated for recycling. This was reiterated during the proposed contractor's post tender interview. The proposed contractor also gave assurances that they'd be expecting to employ local labour for elements of the works package. Again, evidence of this will be required.

16.7 Waste Management and Recycling

Delivering a sustainable development, and managing and minimising waste have been significant factors in the selection criteria for choosing the contractor. During the design and construction process materials will be assessed with regards to source, waste, energy, recyclables and waste minimisation by use of standardised components.

16.8 Thermal Performance

New construction will either meet or exceed the thermal performance requirements of the Building Regulations, Part L2. A full submission has been made to Building Control to demonstrate compliance.

16.9 Lighting

Energy saving electric lighting will be provided throughout the new works including low energy light sources and occupancy sensors.

16.10 Shading:

Solar control glass will be provided to the three roof lights fitted to the first floor level food server area, reduce solar gains. Calculations indicate that acceptable temperatures, (within the limits set in the Building Regulations, Part L2), will be maintained by opening windows.

16.11 Ventilation:

The hall will be naturally ventilated with openable windows and high level clerestory windows.

Apart from extract systems in the kitchen and WC's, only the kitchen has been provided with mechanical ventilation, to cope with cooking smells and the obvious heat build up.

16.12 Water saving:

Sanitary fittings provided for the canteen staff's welfare provision will utilise a water efficient low flush WC with complementary taps.

17.0 Financial Implications

17.1 These are contained in Part B paragraphs 7.1 – 7.4.

18.0 Comments of the Director of Finance

18.1 The program will be funded through the formulaic allocation from the DfES which is already in place and contained in the Children's Services medium term capital plan.

18.2 The projected cost is within budget provision made in the medium term capital plan and can be contained within the Children's Service overall provision.

18.3 The Director of Finance has no objection to the award of the contract for the school expansion at North Harringay Primary School to the contractor named in Section 6.1, Part B for a 22-week contract period.

19.0 Comments of the Head of Legal Services

19.1 The estimated value of the contract is below the threshold for tendering in the EU under the Public Contracts Regulations 2006. The threshold is £3,611,474.

19.2 Paragraph 8.1 of the report states that the Contract was tendered in accordance with Contract Standing Orders in that tenderers from the Council's Approved Lists were invited to tender in accordance with CSO 8,2 (d), the tenders were evaluated on the basis of the most economically advantageous tender .

19.3 Because the value of the contract as stated in the report is in excess of £250,000 any award must be approved by Members in accordance with CSO 11.3.

- 19.4 The recommendation in this report is to award the contract on the basis of most economically advantageous tender in accordance with Contract Standing Order 11.1 (b).
- 19.5 The Head of Legal Services confirms that no leaseholders will be obliged to contribute to the proposed works to north Harringay Primary school.
- 19.6 The Head of Legal Services confirms that there are no reasons preventing the Members from approving the recommendations in Paragraph 13.01 of this report.

20.0 Comments of the Head of Procurement

- 20.1 The selection of contractors has been undertaken from the Council approved list of construction contractors, managed by the Construction Procurement Group.
- 20.2 The evaluation of the bids from all contractors has been undertaken on a most economically advantageous tender (MEAT) basis, ensuring not only that both quality and price information have been fully considered but also that the Council can be assured of a best value solution.
- 20.3 In addition to the Sustainability benefits mentioned at para.16, (which concentrate on environmental performance) it is also worth noting that this project delivers commendable social and economic sustainable benefits, such as the provision to staff and children of nutritious meals that have not had to acquire 'food miles' as part of the process.
- 20.4 The use of energy efficient lighting, sunpipes and natural ventilation (in most parts of the facility) are significant measures to ensure that the new facility will be as energy efficient as possible. It is vital that our capital works projects identify these opportunities at the earliest stages of the project.
- 20.5 Two significant risks of this project have been identified, but the Head of Procurement is confident that the measures identified to reduce the risks are adequate.
- 20.6 The Head of Procurement therefore supports the recommendation at para.13 that Members approve award of the contract to the contractor

21.0 Appendices

- 21.1 Appendix A: site plan HMY 1123/001/P3
- 21.2 Part B of this report contains exempt information.