

Haringey

Report for:	Leader of the Council	Item number	
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Title:	Procurement Report - Welbourne Primary School Expansion Project
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Report authorised by :	Libby Blake, Director CYPS <i>Libby Blake</i>
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Lead Officer:	Brendan Bannister, Tel:0208 4891960 Brendan.bannister@haringey.gov.uk
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Ward(s) affected: Tottenham Green	Report for Key Decision
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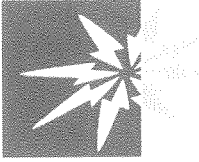
1. Describe the issue under consideration

This report aims to:

- a) Seek approval from the Leader of the Council to appoint the recommended contractor (named in the Exempt information) for the Welbourne expansion project.
- b) Seek approval from the Leader to issue a letter of intent prior to the formal contract signature for 10% of the contract value.

2. Cabinet Member Introduction

The expansion of Welbourne Primary School has been agreed by Cabinet and is necessary in the light of the projected future high demand for primary school places in the Borough and especially for reception aged children in September 2013. The School supports this expansion project. This paper seeks agreement to the financial and contractual arrangements which will enable the work to be delivered in time for an additional reception class to be opened in September 2013.



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3. Recommendations

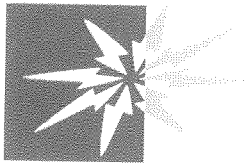
- a) Request approval from the Leader for an award of contract in the contract sum and to the Contractor named in the exempt information.
- b) Request approval from the Leader to issue a letter of intent prior to formal contract signature for 10% of the contract value.

4. Alternative Options Considered

- a) **Do Nothing** - This option will not achieve the authority's key responsibility in providing sufficient primary school places.
- b) **Alterations and additions** - Various options were considered at feasibility stage. One option was to build over the existing classroom blocks, however this was deemed to be expensive and a high risk strategy to deliver pupil places. The new build option on the vacant land is considered to be less expensive, lower risk and least disruptive to the school.
- c) **Conclusion** - Proceed with a design and build project and issue the tender documentation to all the framework contractors on the Council's framework agreement for Major Building Construction Works value band B £1,000,000 to £3,499,999

5. Background Information

- 5.1 The tender documentation for this project was due to have been issued to the Framework tenderers mid August 2012 with contract award scheduled for the November Cabinet Meeting. The Client Design Advisor carried out a review of the tender documents on the 18 August and submitted a report detailing necessary amendments to be made to the documentation. The revised tender documents were issued to the tenderers on the 4 September with a return date of 26 October. This effectively delayed the programme by 3 weeks
- 5.2 The design team and Project Manager considered the option of submitting the final report to the December 2012 Cabinet Meeting. The impact of this option would be to delay the commencement of the works to mid January 2013 and prevent delivery of the Reception class by the required date of August 2013. The Capital Projects Team (in conjunction with Legal) sought to issue a Notice to Chair of Overview and Scrutiny Committee of a general exception to the publication of intention to make a key decision. Consequently the matter is being presented to the Leader (27th November 2012) on an urgency basis.
- 5.3 This proposed expansion is due to indicative statistical evidence which projects a high demand for primary school pupil places in the Borough from September 2013 onwards. Welbourne Primary was identified as one of the schools that could be developed and will accommodate an additional form of entry. Expanded School Numbers will increase from the current 420 to 630 children over a period of several years. The most urgent need is for a Reception class and this will be delivered within this project by August 2013.



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- 5.4 The project will be carried out in 3 Sections in order to minimise disruption to the school:
- a) The main build including 6 classrooms, dining hall and kitchen – all completed by December 2013.
 - b) Demolition of existing kitchen and commissioning of new kitchen during the October 2013 half term.
 - c) **Alteration works within existing school to create new Reception classroom ready for Autumn term 2013.**
- 5.5 The scope of the tendered works conforms to the Planning Application submitted in July 2012. The Planning Committee meeting was held on 12 November and the Application was approved with conditions. This is standard procedure and does not impact on the Approval granted.
- 5.6 A building control application will be submitted by the successful contractor.
- 5.7 Funding has been approved within the revised Capital programme. The cash limit budget is £4,500,000.
- 5.8 Place & Sustainability is project managing this project. Pick Everard was appointed as lead designer from the London Construction programme Construction Related Consultants Services Framework Agreement (managed by Haringey Council in March 2012 and will progress the project to completion.
- 5.9 An equalities impact assessment was completed in December 2011 and remains a live document to be monitored through the life of the project.

6. Procurement Process

- 6.1. Competitive tenders were invited from eight firms from the Framework Agreement for the Major Building Construction Works band B £1,000,000 to £3,499,000. Five companies agreed to submit a tender which would be based on a 40 % quality and 60 % price basis
- 6.2. The defects liability period (rectification period) is 12 months.
- 6.3. The contract is to be awarded on a fixed price basis.
- 6.4. The procurement route is design and build.
- 6.5. Tenders will include all construction costs, site establishment and management costs, contractors design costs, overhead and profit.
- 6.6. A letter of acceptance is intended to be issued for 10% of the contract value to enable works to start.
- 6.7. The London Housing Consortium (LHC) Network offers a selection of products, services and contractors through pre-tendered framework arrangements. A review of the LHC framework arrangements has been carried out and goods



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and services, where applicable, have been applied. This was referenced in the tender documents, however as the contract is Design & Build the contractor is only required to demonstrate compliance with the Employers Requirements.

7. Comments of the Chief Financial Officer and Financial Implications

The revised CYPS capital programme, as approved by Cabinet in October 2012, includes provision for the Welbourne Primary School expansion totalling £4,500,000 over the life of the project.

The budget is based on prudent assumptions of the level of schools capital funding which will be confirmed later on in the year.

8. Head of Legal Services and Legal Implications

8.1 The Framework Agreement for the Major Building Construction Works (Value Band £1,000,000 to £3,499,000) was procured in accordance with EU Procurement legislation and is compliant with the Public Contract Regulations 2006 ("the PCR").

8.2 The contractors on the framework were invited to submit tenders under a mini competition procedure, a process which complies with the PCR.

8.3 As the award is a Key Decision, 28 clear days' notice of intention to make the decision should normally be given through publication in the Forward Plan. Alternatively where this is not practicable due to urgency, shorter notice may be given under the Council's General Exception procedure as was done in this case.

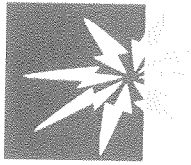
8.4 Because the value of the proposed contract exceeds £250,000, under Contract Standing Orders (CSO) it must be awarded by Cabinet (CSO 9.07.1d) or, in urgent cases involving Key Decisions, may be awarded by the Leader of the Council (CSO 16.03).

8.5 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendations in this report.

9. Equalities and Community Cohesion Comments

9.1 An Equality Impact Assessment (EqIA) was undertaken in September 2012 which has concluded that there is no adverse impact for the protected groups. The EqIA has shown that there are many positive outcomes of the school expansion. The Building will be designed to deliver an outstanding curriculum vision, for all pupils where teaching and learning facilities will be improved greatly in the new building design.

9.2 There is a positive impact of the school expansion based on age, due to the



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provision built into the design to improve access through the project. Areas will also be able to be zoned to increase the opportunity for community access.

- 9.3 The school expansion will also improve access for pupils with disabilities by opportunities for inclusion, improved ICT facilities, improved sports facilities, dining arrangements, and better class bases.
- 9.4 In relation to gender, race and religious needs the School will continue to fully consider meeting the needs of boys and girls, and all ethnic groups. Each classroom will have access to a resource room (where possible) to enable more personalised learning. There will be new ICT facilities and improved specialist rooms, as well as improved toilet and hygiene facilities. The School will also have improved systems for tracking and monitoring pupil progress.
- 9.5 The consultation with parents and the community raised issues concerning the outside space, landscape and visual image. These have all been taken into consideration and incorporated into the design.

10. Head of Procurement Comments

- 10.1 The tender has been tendered from the Councils Major Works Framework Agreement Band B £1000,000 to £3,499,999 using a design and build procurement and construction methodology.
- 10.2 The tender has been evaluated on the most economically advantageous tender basis using 40 % quality and 60 % price.
- 10.3 The Head of Procurement therefore supports the award of the contract to the recommended contractor as detailed in Appendix B Paragraph 2.11 and is considered by the Councils Consultants as representing value for money.

11. Reasons For Decision

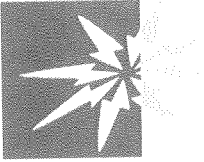
The proposed expansion is due to indicative statistical evidence for additional form of entry including urgent need for additional Reception Class by August 2013.

12. Appendices:

Appendix A – Qualitative Delivery Proposal Questions
Appendix B – Exempt Information

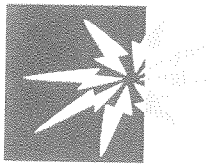
13. Local Government (Access to Information) Act 1985 –

This report contains exempt and non-exempt information. The exempt information is set out in Appendix B and is not for publication as it contains



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information classified as exempt under Schedule 12A of the Local Government Act 1972 in that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).



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Appendix A

WELBOURNE PRIMARY SCHOOL: NEW SIX CLASSROOM BLOCK

Qualitative Delivery Proposal : Total score for this section is 40%

Contractor Name:

No	Question	Weighting
1a	Please provide details of how the contract will be designed and managed which is to include personnel, duties/role and an organogramme showing the reporting heirarchy. CV's are to be included for all site and office based management staff specific to this project.	10
2a	Explain your approach to regular liaison with the schools to ensure they are notified in advance of any works likely to cause disruption and identify the resources committed in your tender to undertake such duties.	10
3a	Submit a programme, no more than 1 A3 side which is in accordance with the three sectional completion dates (and including the varying commencement dates of the phases) including handover, commissioning and client fit out periods. This should also highlight the critical path and a programme for the design development and procurement of sub-contracts. Please note, if accepted this will be updated as and when requested.	20
3b	Should there be any delays created during construction which may be unforeseen or as a result of client change, describe how you would mitigate delays to the programme.	5
4a	How do you intend to manage access and egress to the site for works and deliveries, ensuring compliance with planning and TfL restrictions, and maintain access / egress for the school. Please be specific to the set up and operation at Welbourne School for the remodelling works and include the measures that will be employed to ensure that the operation of the School and it's Stakeholders will not be disrupted or placed in danger.	10
4b	How will you ensure security of the site during and outside working hours from intruders, vandals and from pupils.	5
5a	Explain your approach and methodology to a handover process that includes: commissioning, testing, certification, training, O&M manuals, building log book and the H&S file.	5
6a	How will you manage and respond to rectification of defects during the 12 month defect period and to those notified at the expiry of the defects period.	5
6b	Define the resource committed to the prompt rectification of defects in workmanship, materials and design.	5
7a	Please confirm your tender is fully compliant with employer's requirements, specifications and drawings.	Pass/Fail
7b	Demonstrate how you intend to manage and co-ordinate the design of all the various elements (Architectural, Structural, Mechanical and Electrical Services, etc.) and engage with the Employer's Design Consultants to ensure compliance with the Employer's Requirements.	10
7c	Please demonstrate how you will ensure the Contractors portion of the BREEAM evidence is delivered to gain the BREEAM certificate?	5
7d	The thermal model based upon the stage D design is included for information only. Contractors are required to develop solutions, backed up by their own thermal models to improve upon the outline proposals. Please demonstrate how you would produce integrated design solutions to ensure that classrooms and the hall do not over-heat. That they maintain comfortable temperatures and adequate volumes of fresh air, which ensures that the criteria in BB101 and BB87 are met at a minimum within a draught free controllable environment throughout the year .	10
	Total score	100

