

Report to Mr Edwards, Director of Property and Assets

December 2020

Award of contract for construction of new school hall at Thorney Island Primary School

Report by Acting Head of Development

Electoral division: Bourne

Summary

The County Council has a statutory duty to provide sufficient school places for all children who need a place. This report seeks approval to award the construction contract to undertake an expansion project to provide an enlarged school hall at Thorney Island Primary School that will provide sufficient and suitable accommodation for the previous increase in pupil numbers from 210 to 270.

In the key decision ([reference ES01\(20/21\)](#)), the Cabinet Member for Education and Skills approved the allocation of £857,000.00 from the Capital Programme to fund an increase in space at the school to provide an expansion of the hall to accommodate the increased number of pupil places. As part of this decision the Cabinet Member also approved the delegation of authority to the Director of Property and Assets to award the contract for the works.

A procurement process was conducted as a non OJEU Restricted Procedure. Following full financial and technical evaluation, based on a most economically advantageous tender (MEAT) criteria, this report recommends the award of the contract to provide an enlarged school hall at Thorney Island Primary School to Buxton Building Contractors.

Recommendation

- (1) That the Director of Property and Assets approves the award of contract for the construction of Thorney Island Primary School Hall Extension for the sum of £782,421,04 to Buxton Building Contractors. The overall construction budget is £897,000.00.
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Proposal

1 Background and context

- 1.1 The County Council has a statutory duty to provide sufficient primary and secondary school places for all children who need a place. In its strategic role as commissioner of school places, the County Council must respond to changes in demand over time by increasing or removing capacity. It discharges this duty in partnership with Diocesan authorities and other

providers. In deciding the need for places it considers the capacities of existing schools and the forecast number on roll within a locality (family group of schools).

- 1.2 In order to accommodate the rise in pupil numbers in the Thorney island area, in 2015 Thorney Island Primary School was expanded to accommodate an increase from 210 pupils to 270 pupils. A new school hall is now required to complete the expansion project.
- 1.3 In June 2020 the Cabinet Member for Education and Skills approved the allocation of £857,000 from the Basic Need Capital Programme to complete the design services, undertake a procurement and fund the works required to provide the enlarged hall ([reference ES01\(20/21\)](#)). This was in addition to £40,000 previously approved by the Director of Property and Assets for design fees to enable initial design work on this project to be developed. As part of the decision ES01 (20/21) the Cabinet Member approved that, subject to Ministry of Defence consent recorded by a licence for alterations and possibly a development agreement if required, the delegation of authority to award and enter into the contract for carrying out the works detailed in the report to the Director of Property and Assets
- 1.4 The project to provide an enlarged hall at Thorney Island primary School has been procured as a non-OJEU restricted 2 stage tender and a Contract Notice was published to [contracts finder](#) on 18/06/2020. The value of this procurement is below the EU threshold for works of £4,733,252. A pre-qualification questionnaire (PQQ) was used to ensure that the correct contractors with relevant experience were selected to tender for the project. Bidders were also required to complete the standard selection Questionnaire (SSQ) and Health and Safety Questionnaire, which are both scored on a Pass/Fail basis. The County Council's Multi-Disciplinary Consultant (MDC) is providing Project Management and technical services.

2 Proposal details

- 2.1 The proposal is to provide an expanded school hall with associated storage and circulation space at Thorney Island Primary School. This will enable the school to fully deliver all aspects of the curriculum to all pupils following its expansion in 2015 from 210 pupils to 270 pupils.
- 2.2 The proposal will enable the school to meet its statutory requirement to provide sufficient PE curriculum and dining space for hot school meals.
- 2.3 Construction work is anticipated to commence on site in Spring 2021 and complete in Summer 2021.

3 Other options considered (and reasons for not proposing)

- 3.1 One alternative is not to undertake the project. This would mean that the school cannot effectively deliver all aspects of the Primary curriculum and was discount.
- 3.2 The options were taken to the Procurement Board in April 2020 who endorsed the recommended Procurement Strategy.

4 Consultation, engagement and advice

- 4.1 The project has been designed and agreed in full consultation and agreement with the school.
- 4.2 The project has received planning permission.
- 4.3 The details of the proposal have been shared with the local Member representing the Bourne Division. The school is built within Baker Barracks, Thorney Island, on land leased from the Ministry of Defence ("MOD") under a lease dated 12th March 2010. WSCC has gained consent by way of a letter licence for the works to the hall from the Ministry of Defence, owners of the school.
- 4.4 The Ministry of Defence have agreed in principle that WSCC may also potentially extend the term of the lease, however the Council is waiting for the Ministry of Defence to engage with the Council's Estates team to extend the lease.

5 Finance

5.1 Revenue consequences

The scheme will increase the floor area of the school by around 10% and the heating, maintenance & rates spend represent around £30,000 per year in total. The revenue implications have been assessed as around £3,000 per year less than 1% of the school budget expenditure, (0.2)% so are negligible. Each additional pupil provides an additional £4,500 of additional funding.

- 5.2 The table below shows the total Budget for Design & Construction all professional fees and Contingency approved in the Capital Programme. This total £897,000. The total cost of the scheme based on this decision is £885,857.44, This is £11,142.56 under budget.

	Year 1	Year 2	Year 3	Total
	2019/20	2020/21	2021/22	
	£m	£m	£m	£m
Approved Capital Budget	0.022	0.110	0.765	0.897
Total costs incl Design Fees	0.022	0.110	0.753	0.885
Remaining budget	0.000	0.000	0.012	0.012

- 5.3 The below table depicts the project costs:

Construction Cost	£689,473.67
Professional Fees	£107,436.40
ICT & FFE	£20,000.00
Contingency	£68,947.37
Total Construction Cost	£885,857.44

- 5.4 The effect of the proposal:

(a) **How the cost represents good value**

The tenders have been evaluated based on most economically advantageous tender (MEAT) criteria as set out in the tender documentation, includes how to mitigate the risk of Covid-19 and Health & Safety assessments. Following a PQQ process and subsequent invitation to tender, Five tenders were received on 7th August 2020. The tenderers were subject to a compliance check and tender evaluation process. As part of the process the compliant tender submissions were assessed against a price-quality ratio, as stipulated in the ITT documentation. Through this evaluation process Buxton Building Contractors achieved the lowest cost per quality mark and the highest rank and was taken through a further commercial evaluation to confirm their submission was valid for acceptance.

(b) **Future savings/efficiencies being delivered**

Through the competitive tender process we have identified the preferred contractor through the quality and cost combination to ensure that the project can be met within the parameters of the site, school and design and allocated budget.

6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
Project delays due to Covid-19 pandemic. Social distancing restrictions and employment/operational issues may mean that designs cannot progress and/or contractors are not able to attend site to price the work.	Work to continue where possible but with social distancing measures and government guidance in mind. Meetings to be online using Skype or Teams software. May have to accept to some degree that the commencement of the works are delayed due to lockdown measures. To be reviewed periodically.
Project scope creeps following engagement with various parties increasing costs and delaying programme.	Ensure impacts of all scope changes are understood and manage via the change control process proposed before formally approved.
Project has a number of stakeholder interest groups. If these groups are not effectively and proactively managed they may not 'buy in' to scheme and projects may not reflect their needs.	Regular engagement sessions have been discussed and included within programme, stakeholders have been mapped and processes put in place to ensure effective engagement occurs.

7 Policy alignment and compliance

- 7.1 The procurement of Buxton Building Contractors has been completed in compliance with the Council's Standing Orders and in line with the principles of the Public Contracts Regulations 2015 (although a below threshold

procurement). The required licence from the Ministry of Defence, as freehold owners of the school, is being obtained so that the works can be completed.

- 7.2 The proposal has been assessed against the criteria in respect of the Equality Act 2010 and has been assessed as having a positive impact on the children of Armed Services Personnel as the project will enhance the accommodation available at the school.
- 7.3 Through the tender process and PQQ the contractors are evaluated on social value, climate change and legal implications, Buxton Contractors had passed the PQQ with a high percentage showing an understanding and mitigation within these areas.
- 7.4 Everyone has the right to respect for private and family life, home and correspondence under Article 8 of the Human Rights Act. The impact of any proposed changes on the right to family life will be taken into consideration. Article 2 of the First Protocol is the right to education. No person shall be denied the right to education.
- 7.5 The extension of the school hall would generally be designed to comply with building standard BB103. However, due to the confines of the site the recommended width within the guidance could not be met due to the extension of an existing hall. However, the overall size has been met. This has been highlighted by the capital delivery team and been approved by Education Services.
- 7.6 The employers requirements takes into account climate change proposals, acts as part of the contract documentation and building regulations that must be adhered to.

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Background papers - None