

## Record of officer decision

| <b>Decision title:</b>         | Contract award for works for relocation of the Children’s Centre at Ross-on-Wye   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
|--------------------------------|---|------------------|---------|-----------|-----------|-----------|-----------|------------------------|-----------|-----------|------------|------------------|---|---|---------------------------|--------|--|--------------------|--|--|---------------------|----------|--|-------------------|-----------|--|----------------------------|--------|--|--------------------------|---|--|----------------|--------|--|--|------------|-----------|--------------|-------|----------|---------------------------|----------------|------------------|
| <b>Date of decision:</b>       | 14.2.19   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>Decision maker:</b>         | Assistant Director Corporate Support  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>Authority for decision:</b> | The chief executive’s scheme of delegation  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>Ward:</b>                   | Ross East   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>Consultation:</b>           | Previous consultation as part of the changes to children centre services: <a href="#">link</a>  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>Decision made:</b>          | To award contract to BBPL (Balfour Beatty Living Places) working with subcontract to S C Joseph Ltd for works at the Old Chapel, Ross-on-Wye and Ross-on-Wye Library to accommodate relocation of the children centre services, create a multi-agency-office and base for locality team of no more than £99,955.56.   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>Reasons for decision:</b>   | <p>A decision regarding the future delivery of children centre buildings was made on the 14<sup>th</sup> September 2017 by Herefordshire Council cabinet (Link: <a href="#">Future Use of Children Centre Buildings</a>). This decision included relocation of the children’s centre in Ross to the Library and the Old Chapel – the report showed that the Old Chapel was included based on feedback from service users that there would not be enough space at the library on its own to operate as a children’s centre.</p> <p>The works include adaption inside the Old Chapel to accommodate children centre services, a multi-agency-office and locality team. To also conduct ground works at the Library to create an outside space for the children to use.</p> <p>The works will be by the council’s Service Provider BBLP, subcontract to S C Joseph Ltd who provided the lowest quote, as below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Company</th> <th style="text-align: right;">Quote £</th> </tr> </thead> <tbody> <tr> <td>Company A</td> <td style="text-align: right;">97,658.75</td> </tr> <tr> <td>Company B</td> <td style="text-align: right;">90,274.92</td> </tr> <tr> <td>S C Joseph (company C)</td> <td style="text-align: right;">87,572.50</td> </tr> <tr> <td>Company D</td> <td style="text-align: right;">103,450.00</td> </tr> </tbody> </table> <p>The total costs as outlined below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">BBLP Target Cost</th> <th style="text-align: right;">£</th> <th style="text-align: right;">p</th> </tr> </thead> <tbody> <tr> <td>Construction Mobilisation</td> <td style="text-align: right;">635.00</td> <td></td> </tr> <tr> <td>Construction Phase</td> <td></td> <td></td> </tr> <tr> <td>    3.1 BBLP Management</td> <td style="text-align: right;">1,915.36</td> <td></td> </tr> <tr> <td>    3.2 Subcontractor</td> <td style="text-align: right;">87,572.50</td> <td></td> </tr> <tr> <td>Commissioning and Handover</td> <td style="text-align: right;">636.48</td> <td></td> </tr> <tr> <td>Defects Liability Period</td> <td style="text-align: right;">-</td> <td></td> </tr> <tr> <td>Risk Allowance</td> <td style="text-align: right;">250.00</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">Subtotal £</td> <td style="text-align: right;">91,009.34</td> </tr> <tr> <td>Fees @ 9.83%</td> <td style="text-align: right;">Fee £</td> <td style="text-align: right;">8,946.22</td> </tr> <tr> <td><b>SCHEME TARGET COST</b></td> <td style="text-align: right;"><b>Total £</b></td> <td style="text-align: right;"><b>99,955.56</b></td> </tr> </tbody> </table> <p>An outline programme for the works was supplied with the target cost showing an eight week duration.</p> | Company          | Quote £ | Company A | 97,658.75 | Company B | 90,274.92 | S C Joseph (company C) | 87,572.50 | Company D | 103,450.00 | BBLP Target Cost | £ | p | Construction Mobilisation | 635.00 |  | Construction Phase |  |  | 3.1 BBLP Management | 1,915.36 |  | 3.2 Subcontractor | 87,572.50 |  | Commissioning and Handover | 636.48 |  | Defects Liability Period | - |  | Risk Allowance | 250.00 |  |  | Subtotal £ | 91,009.34 | Fees @ 9.83% | Fee £ | 8,946.22 | <b>SCHEME TARGET COST</b> | <b>Total £</b> | <b>99,955.56</b> |
| Company                        | Quote £   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Company A                      | 97,658.75   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Company B                      | 90,274.92   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| S C Joseph (company C)         | 87,572.50   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Company D                      | 103,450.00  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| BBLP Target Cost               | £   | p                |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Construction Mobilisation      | 635.00  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Construction Phase             |   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| 3.1 BBLP Management            | 1,915.36  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| 3.2 Subcontractor              | 87,572.50   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Commissioning and Handover     | 636.48  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Defects Liability Period       | -   |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Risk Allowance                 | 250.00  |                  |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
|                                | Subtotal £  | 91,009.34        |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| Fees @ 9.83%                   | Fee £   | 8,946.22         |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |
| <b>SCHEME TARGET COST</b>      | <b>Total £</b>  | <b>99,955.56</b> |         |           |           |           |           |                        |           |           |            |                  |   |   |                           |        |  |                    |  |  |                     |          |  |                   |           |  |                            |        |  |                          |   |  |                |        |  |  |            |           |              |       |          |                           |                |                  |

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| <b>Highlight any associated considerations:</b>      | There is a risk of time overrun due to unforeseen circumstances in building work.<br>The risk register supplied with the target cost included £250 with a risk amount of £900 to be budgeted for by the Client. |
| <b>Alt options considered &amp; rejected:</b>        | Alternative option not to complete the works. This was rejected as would not enable the relocation of the children centre.  |
| <b>Details of any declarations of interest made:</b> | None  |

Signed..... Date: 14.2.2019