

Report To: Education and Lifelong Learning Committee Date : 6 September 2011

**Report By: Corporate Director Education and
Communities**

Report No: EDUC/36/11/EM

Contact Officer: Eddie Montgomery

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**Subject: Use of Powers Delegated to the Chief Executive to accept the lowest
tender for Inverkip Primary School Partial Refurbishment Works**

1.0 PURPOSE

- 1.1 The purpose of this report is to advise the Committee on the use of emergency powers delegated to the Chief Executive to accept the lowest tender for Inverkip Primary School Partial Refurbishment Works.

2.0 SUMMARY

- 2.1 The Education Capital Programme includes budget provision of £895,000 for Inverkip Primary School Extension and Refurbishment. A report was submitted to the May Committee outlining a change to the proposed scope of the works at Inverkip Primary School which would negate the need for another extension. The report also requested permission to proceed to tender with the refurbishment element of the works. At that time a more accurate pre-tender estimate for this element was not available and it was anticipated that the cost would be in the region of £200-£250K and therefore delegated authority to accept was not requested. Tenders were issued and returned and the total cost of the project based on the lowest tender received excluding allowances for professional fees and other charges was £254,533.46 which is slightly above the threshold at which delegated authority is not required. The use of powers delegated to the Chief Executive was required as the cost of the project was in excess of the £250K threshold.

3.0 USE OF EMERGENCY POWERS

- 3.1 The use of powers delegated to the Chief Executive to accept the lowest tender for Inverkip Primary School Partial Refurbishment Works was authorised by Councillors Loughran, McCabe (for McKenzie) and Brooks.

4.0 RECOMMENDATION

- 4.1 It is recommended that the use of emergency powers delegated to the Chief Executive is noted.

**Eddie Montgomery
School Estate Manager**

4.0 BACKGROUND

- 4.1 The project comprises the comprehensive refurbishment of four existing classrooms and four WC blocks within the 1970's extension. It also includes alterations to the main reception / administration area in respect of DDA compliance and miscellaneous works in connection with ancillary rooms to accommodate temporary decant of classrooms.

5.0 PROPOSAL

- 5.1 It was proposed that the lowest tender received be accepted, that of Clark Contracts Ltd in the amount of £254,533.46.

The use of Emergency Powers was requested in order that the project could proceed without delay. To avoid disruption to the school a large proportion of the works to the toilets and classrooms required to be carried out during the school holidays and there was a lead-in period for certain materials to allow that to happen.

6.0 IMPLICATIONS

- 6.1 Financial Implications: The total cost of the project, including allowances for professional fees and other charges is £295,893.48. The overall budget allowance for the project is £895,000. It is intended that £300,000 is allocated to the Community Centre project to fund the construction of a new library, replacing the facility currently within the school, leaving £595,000 available for works to the school. This budget allowance includes the next phase of the works which will comprise a number of ancillary rooms refurbishment to complete the refurbishment of the school and also includes conversion of the library area for the Nursery as outlined in the report to the May Committee (subject to Regeneration Committee considering a report on the future provision of the Library Service within Inverkip as outlined in the report).

A detailed pre-tender estimate was not available at the time of the May Committee and the cost of the partial refurbishment works was estimated to be in the region of £200-£250K. The pre-tender estimate was carried out in late May and noted as £268K (excluding professional fees and other charges). The returned tenders compare favourably with this pre-tender estimate.

As reported to the May Committee, within the Inverkip Primary School Nursery report, there will be a significant capital saving if the proposals to relocate the library and convert the area for the Nursery are approved. The School Estate Capital programme allowance of £895K is sufficient to cover the cost of this project, the next phase of the works and any virement to the Regeneration Committee as noted in the May report.

7.0 CONSULTATION

- 7.1 The Chief Financial Officer was consulted on this matter and agreed with the proposals / action taken.
- 7.2 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Performance was not consulted.