

AGENDA ITEM NO. 9

TAVISTOCK TOWN COUNCIL 22ND MAY 2023 TOWN HALL AND MUSEUM TENDER UPDATE BRIEFING NOTE

1. INTRODUCTION

- 1.1 The Budget and Policy Committee considered a report regarding prospective scheduled works on Tuesday 14th June 2022. Arising from this report it was agreed to prioritise and progress a select list of projects, some committed and funded and others unfunded, subject to financial year end review. It was acknowledged that only a limited number of projects could be achieved based on recommended prioritisation, subject to the availability of resources.
- 1.2 Following on from this report these projects identified were:
- a) Priority Projects: Market Road retaining wall/Museum structural works/tennis club resurfacing/upgrade of lightning conductors (Duke Street/Town Hall)
 - b) Let/Committed/Necessary Works: Museum rainwater goods replacement/Guildhall car-park drainage work/Bannawell play provision enhancement/Town Hall re-roofing works.
- 1.3 Members have been regularly updated and appraised of progress through the committee cycles regarding the above. In summary this includes:
- a) Completion of contracts relating to Tennis Club resurfacing, upgrade of lightning conductors, Museum rainwater goods replacement, Guildhall car-park drainage installation.
 - b) Letting of Market Road retaining wall works for £286.533, start date 30th May, completion date by 30th September 23.
 - c) Public consultation undertaken, funding applied for and 'without prejudice' offer made, specific to play provision enhancements for Bannawell, with target scoped works completion date November 23.
- 1.4 In addition to the above list, following year-end financial review, the procurement phase is being reviewed specific to Market Rd

resurfacing and progressed regarding Guildhall toilets refurbishment (refer to Commercial/Community Service Improvement Plan 2023-24, Projects P4 and P19)

- 1.5 Members have been regularly appraised of progress regarding procurement specific to the Town Hall enveloping improvements and Museum structural repairs and on occasions have advised on approach, e.g. to include repointing of the front elevation of the Town Hall if funding allowed post due diligence/value engineering following tender analysis. Below is a summary overview of the current status relating to these two contracts.

2. CURRENT POSITION

- 2.1 Town Hall enveloping works: Following on from a Pre-Start Meeting held on 5th May 23, this contract was let to RM Builders for the value of £205,834.86 plus VAT with an additional £20,000 contingency set aside for execution under formal instruction. The contract programme includes a start date of 22nd May with completion by 29th September 23.
- 2.2 For background, Council received and opened four tenders on 31st March 23, and analysis formally started on 3rd April 2023. These tenders ranged from £162,948.77 to £284,429.00. At this meeting it was agreed to consider adding into the contract to fully rake out and repoint the front elevation of the Town Hall. Financial analysis and technical analysis were then carried out with the lowest two tenderers, also considering that at tender stage there was an explicit qualification that the contract was to be completed by Oct 23.
- 2.3 Arising from the above due diligence process, on clarification of re-pricing (including adds and omits), submission of technical method statements around specialist works and on review of submitted amended programme, RM Builders were the preferred tender for the value of £244,473.86 which includes a sum of £64,851.50 for repointing 490m² of the masonry façade.
- 2.4 Following this process further value engineering was carried out which accounted for additional contract savings of £19,120.00. This relates to the removal of the desirable decorated scaffolding hoarding which was a saving of £8520.00 and omitting the groundhog unit for welfare and site office, total allowance in the contract of £10,603.00, by allowing the contractor to void property, 1 Market Rd instead for the duration of the contract.

- 2.5 The addition of the repointing has meant that the contract has been brought forward by 6 weeks in relation to start date, with phased scaffolding installation starting on 22nd May. With the completion date being a key factor to ensure works are completed prior to Goose Fair and the installation of Christmas lights, the principal contractor has been further incentivised with the weekly liquidated damages being increased from £500 to £1500 as part of the negotiations to let.
- 2.6 Museum Structural Repairs: Following the procurement exercise, the Council received three compliant tenders on 15th May which have been undergoing the necessary due diligence checks by Gillespie Yunnie Architects last week. At this stage, a 'without prejudice offer' has been made to a preferred contractor, subject to discussions at the Pre-Start Meeting scheduled for 23rd May 23. An oral report will be provided to the Budget and Policy Committee when it meets, including an update on the outcome of the Pre-Start Meeting earlier that day as this stage is currently 'commercially sensitive'.

**WAYNE SOUTHALL
GENERAL MANAGER
MAY 2023**