

Wards Affected:

Bletchley and Fenny Stratford

INVITATION TO TENDER - KNOWLES PRIMARY SCHOOL REMODELLING AND REFURBISHMENT

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Executive Summary:

This report is seeking approval to commence the tender process for the capital works to allow the expansion of Knowles Primary School on Queensway, Bletchley, in accordance with the Council's Contract Procedure Rules and Financial Regulations.

Tenders will be invited using the Council's E-Tendering system for the internal remodelling and external works to create an additional form of entry at Knowles Primary School to accommodate an increase of 210 pupil places. The scheme is identified within the 2012-13 Children and Families Capital Programme. The project will be procured via two traditional contracts through Lot 2 and 3 of the Milton Keynes Council Construction Framework.

1 Recommendation

- 1.1 That the commencement of tender processes for the procurement of the capital works to provide an additional form of entry at Knowles Primary School to accommodate an increase of 210 pupil places be approved.

2 Recommendation

- 2.1 That Cabinet Procurement Committee approves the commencement of tender processes for the procurement of the capital works to provide an additional form of entry at Knowles Primary School to accommodate an increase of 210 pupil places.

3 Issues

- 3.1 The Council's Constitution requires all procurement in excess of £100,000 to be approved by Cabinet Procurement Committee. This includes both the decision to formally award contracts and the decision to authorise officers to commence tender processes.
- 3.2 This report requests approval to obtain tenders for the creation of suitable accommodation for an additional form of entry at Knowles Primary School as outlined in paragraph 1.1. The funding required will be met by the project budget which was approved within the Council's Capital programme by Cabinet on 17

October 2012. Formal spend approval was agreed by Capital Programme Review Panel on 14 August 2011.

3.3 Consultation and Policy

3.3.1 The procurement seeks to implement the Council's statutory duty in ensuring that there are sufficient school places (Education and Inspections Act 2006)

3.3.2 The scheme will be procured via two main contracts, both traditional through Lot 2 and Lot 3 of the Milton Keynes Council Construction Framework. The Project Leader (Capital) will work with school staff and Governing Body to ensure the design is fit for purpose and cost effective.

3.4 Specification

3.4.1 The draft specification will be developed to reflect the Department for Education recommended space standards (which are currently subject to revision). The specification will also be compliant with all relevant Building Regulations and construction standards.

3.4.2 A 'Cost Effective template for Design and Construction' will be used and a 'standardised' approach to design and construction will be utilised where possible.

3.4.3 The procurement seeks to deliver a good quality, cost effective building that will provide sufficient permanent school places to meet the demand in the Central Bletchley area.

3.4.4 Target costs per square metre, recently agreed with the Lead Member for Children and Families will be applied where relevant.

3.4.5 The procurement seeks to provide suitable accommodation for 630 pupils through remodelling and adaptations within the two existing school buildings and the Queensway Centre. In addition external works will provide dedicated staff parking and parent drop off, as well as a multi use games area and provision of a secure boundary around the entire site enabling movement of pupils between buildings and allowing the school to operate as one site.

3.5 Evaluation Criteria & Panel

3.5.1 The Most Economically Advantageous Tender (MEAT) evaluation of tenders will be as follows:

(a) Price will be 60% of the evaluation

(b) Quality will be 40% of the evaluation

3.5.2 The quality evaluation criteria will also have appropriate sub criteria that reflect the relative importance of issues such as design quality, experience and programme/delivery.

3.5.3 Tenders submitted will be evaluated by a panel comprising of the appointed Project Manager, Cost Consultant, Project Leader (Capital) and End User. Colleagues within Finance and Legal and Corporate Procurement will also be engaged to support the tender process.

3.6 Contract Terms and Conditions

3.6.1 Tenders will be sought for two proposed contract periods, one commencing and completing in summer 2013 and once commencing in winter 2013 and ending in summer 2014, both timescales exclude the defects liability period.

3.6.2 Approval to award will be sought separately for the relevant contracts at appropriate times via two separate Corporate Procurement Committee reports.

3.6.3 The Terms and Conditions as agreed under the Milton Keynes Council Construction Framework will be used for this contract.

3.6.4 The Council's Project Leader (Capital) is the lead for the procurement of this project and the management of the contract will be overseen by a Project Management partner from the Council's Framework for Professional Services.

4 Alternative Options

4.1 The following options appraisal has been conducted:

4.1.1 Do nothing. Leaving the buildings in their current state and configuration will mean that a suitable number and condition of teaching spaces are unavailable for the projected pupil numbers coming into the school. Birth data demonstrates that there will be a shortfall of 199 school places for children starting school in September 2013. If no additional places are secured then the Council will fail to meet its statutory duty to ensure sufficient school places. There is insufficient space within the existing school building to accommodate the additional children without investing in adaptations to the current accommodation.

4.1.2 Works to internal spaces only. The buildings will be able to accommodate the pupil numbers, however the free flow of pupils between buildings and therefore the encouragement of a 'one school' ethos will be difficult to achieve. The site will not be secure and so this will compromise the ability for pupils to move between facilities which are housed in different buildings.

5 Implications

5.1 Policy

5.1.1 Local Authorities have a statutory duty to ensure that there are sufficient school places (Education and Inspections Act 2006)

5.2 Resources and Risk

5.2.1 There is currently £1,544,000 of Capital Funding available in the 2012-13 Children and Families Capital Programme for this project. This budget includes all fees, surveys and works. The funding is Government 'Basic Need' grant and Section 106 funding.

5.2.2 Any underspend at the end of the project will be returned to the Children and Families Capital Programme budget.

5.2.3 A detailed project Risk Register is compiled at the outset of a project and maintained throughout the lifecycle of the scheme, from pre-start through to post-completion. All stakeholders contribute to this register to ensure that it is comprehensive (End User, Project Lead, Project Manager, and Constructor) The Risk Register contains all risk and mitigating actions/strategies. It is formally reviewed and updated by a Project or Programme Board on a monthly basis.

Y	Capital	N	Revenue	Y	Accommodation
N	IT	N	Medium Term Plan	Y	Asset Management

5.3 Carbon and Energy Management

5.3.1 The capital project will be delivered in line with the Council's Carbon and Energy Management Policy, using sustainable sources/methods where possible. It will support the principles of maximising energy efficiency and carbon reducing buildings, equipment and vehicles and the use of sustainable or renewable energy sources. The appointed contractor will be required to be compliant with the relevant environmental legislation.

5.4 Legal

5.4.1 The Council has a legal obligation under the Education and Inspections Act 2006 to provide sufficient, high quality school places.

5.4.2 This recommendation complies with Milton Keynes Council Contract Procedure Rules, United Kingdom and European legislation.

5.5 Other Implications

There are no other implications

N	Equalities/Diversity	N	Sustainability	N	Human Rights
N	E-Government	N	Stakeholders	N	Crime and Disorder
N	Carbon and Energy Policy				

Background Papers: Delegated Decision Paper for the proposed expansion of Knowles Primary School 19 March 2013.