

Supplementary Agenda



Tendering Committee

Date: Wednesday, 23 February 2022

Time: 16:00

Format: Hybrid Meeting

Contact: Scott Kelly, Committee Officer
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Dear Member

ITEM TO FOLLOW

I refer to the agenda for the above Meeting of the Tendering Committee which was issued on 10 February and now enclose a copy of the undernoted report which was not available for issue at that time.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:-

10 CONTRACT AUTHORISATION REPORT – GLENCAIRN HOUSE REFURBISHMENT ARCHITECTURAL SERVICES 29 – 32

Submit report by the Chief Officer – Supply, Distribution and Property seeking approval to authorise the Chief Officer – Regulatory and Regeneration to conclude the award of the contract for Glencairn House Refurbishment Architectural Services.

Distribution:

Councillor I. Dickson (Chair)
Councillor G. Casey
Councillor D. Docherty
Councillor J. Finn (Vice Chair)
Provost W. Hendrie
Councillor J. McColl
Councillor L. O'Neill
Councillor B. Walker

All other Councillors for information

Chief Officer – Supply, Distribution and Property
Chief Officer – Regulatory and Regeneration

Date of Issue: 17 February 2022

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 23 February 2022**

**Subject: Contract Authorisation Report – Glencairn House Refurbishment
Architectural Services****1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Chief Officer - Regulatory and Regeneration to conclude the award of the contract for Glencairn House Refurbishment Architectural Services.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Glencairn House Refurbishment Architectural Services to Turner and Townsend Project Management Ltd; and.
 - b) Note that the contract shall be to the conclusion of RIBA Stage 4 (Estimated duration of 4 Months for Stage 4 completion). The value of the contract over 4 months is £150,000 ex VAT.
 - c) Notes that, depending on performance, the Council may retain Turner and Townsend Project Management Ltd, along with Page / Park Architects to cover future design changes which may be necessitated by the nature of the historic building, and to see the project through to completion. If that was to be the case, a further report would follow to Tendering Committee.
 - d) The estimated commencement date of the contract is 28 February 2022.

3. Background

- 3.1** In May 2019 a report was presented to the Infrastructure, Regeneration & Economic Development (IRED) Committee detailing proposals for a new use for Glencairn House and the existing Dumbarton Library.
- 3.2** This project would see the currently vacant Glencairn House, one of West Dunbartonshire's oldest buildings, transformed into a state-of-the-art library and museum. To allow for the required floor space for such a use, a large extension would be built to the rear of the building over four floors. This would create 13 rooms amounting to around 411m² of useable space, plus service areas and circulation space. The end result would create a venue that faced out onto the riverside as well as providing panoramic views of the River Leven, River Clyde and Dumbarton Rock.

3.3 The new library would include dedicated separate spaces for children and families, computer use and quiet study, alongside a wide selection of fiction and non-fiction items in a variety of high-demand formats. A relaxing recreational space would also be included featuring a coffee station to increase dwell times and improve the overall customer experience. Museum facilities would include an entire local history floor featuring an exhibition space. This would be further augmented by the integral display of artefacts throughout all floors of the building.

4. Main Issues

4.1 Following the approval of the budget in 2019, a project board was established, however due to Covid impact it didn't convene until September 2020. Following this, the specification for the delivery of RIBA stages 0 to 2 was approved to be produced ready to be tendered by Quick Quote. The Asset Management team working on behalf of the Glencairn House Project board undertook a Quick Quote in March 2021 to engage the services of an Architect with specific historic buildings experience to take a previously commissioned but incomplete options appraisal, and complete RIBA Stages 0 to 2, up to and including Concept Design. The Quick Quote was subsequently varied to include the delivery of RIBA Stage 3, Spatial Coordination.

4.2 In January 2022, the Glencairn Project Board agreed that the project can proceed beyond RIBA Stage 3 into the completion of RIBA Stage 4, Technical Design. Due to the specialist nature of the historic building, it was considered highly desirable to continue with Page / Park Architects who had produced the design to date. Page / Park Architects are not on any framework agreements (FA) accessible to the Council. However, as the project approaches the construction phase, it was considered appropriate to utilise a FA which would allow Page / Park Architects to be retained as a sub-consultant, to a main construction services consultant.

4.3 It was recommended to undertake a direct award through the Crown Commercial Services Construction Professional Services to Turner & Townsend Project Management Ltd. This recommendation was on the basis of previous use of Turner & Townsend and that they offered the most economically advantageous price and were deemed to have capacity and capability to oversee the Glencairn House Refurbishment.

4.4 It is recommended that the contract is awarded to Turner & Townsend Project Management Ltd, of Low Hall, Calverly Lane, Horseforth, Leeds LS18 4GH. The project would be managed out of their Glasgow office, with the primary Sub-consultant of Page / Park Architects being based in James Morrison Street, Glasgow. The contract shall be until the completion of RIBA Stage 4, with Turner and Townsend Project Management Ltd at a value of £150,000 ex VAT. The value of the contract is within the total project value and will be met from the Levelling Up Fund. Thereafter, depending on performance, the Council may retain Turner and Townsend Project Management Ltd, along with Page / Park Architects to cover future design changes which may be necessitated by the nature of the historic building, and to see the project through to completion. If that was to be the case, a further report would follow to Tendering Committee.

4.5 Turner & Townsend Project Management Ltd has committed to paying all staff as a minimum, the real Living Wage (£9.90 per hour). Potential Social Benefits will also be discussed with the Turner & Townsend Project Management Ltd the Implementation meeting.

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs in respect of this contract will be met from the existing Council Capital element from the Levelling Up fund.

6.2 The capital budget element was approved at the IRED Committee on 21 August 2019 with the anticipated spend within the given budget.

6.3 This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with Citizens, Culture & Facilities, Legal Services, Asset Management, and Regeneration officers, and the provisions of Contract Standing Orders, the Financial Regulations and relevant Public Procurement Regulations.

7. Risk Analysis

7.1 Turner & Townsend Project Management Ltd has no known links to serious and organised crime which would have significant political and reputational ramifications for the Council.

8. Equalities Impact Assessment (EIA)

8.1 An equalities screening was undertaken for this report. There is no equalities impact.

9. Strategic Assessment

- 9.1 The Glencairn House Refurbishment project will contribute to the delivery of the Council's strategic priorities by providing efficient and effective frontline services and that improve the everyday lives of residents. Will deliver meaningful community engagement with active empowered and informed citizens who feel safe and engaged.

Name: Angela Wilson

Designation: Chief Officer – Supply, Distribution and Property

Date:

Person to Contact: Derek McLean, Business Partner – Strategic Procurement Corporate Procurement Unit
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Appendices: None

Background Papers: The Contract Strategy
EIA Screening

Wards Affected: All Wards