



**Tender Report
Internal Alterations &
Maintenance Works
32 Waterloo Street
Weston-super-Mare
BS23 1LW**

Contract Ref: 22/120

**Rev A
Inc. WsM TC Social Value Review of Submissions
Potential Cost Savings**

On behalf of

**Weston-super-Mare Town Council
Grove House
Grove Park
Weston-super-Mare
BS23 2QJ**

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1.0 Introduction

1.01 Generally

This Tender Report provides an analysis of the quotes submitted in response to enquiries sent out on 05 November 2022 to four contractors for works associated with internal alterations and maintenance works at 32 Waterloo Street. The four contractors were:

1. John West (Contractors) Ltd, Unit 1 Vernon Court, The Great Weston Centre, Weston-super-Mare, BS22 8NA
2. Snape Contracting Services Ltd, Willow End, Stoke Orchard Road, Bishops Cleeve, Cheltenham, GL52 7DG
3. DR Jones Yeovil Limited, Willow House, Artillery Road, Lufton Trading Estate, Yeovil, BA22 8RP
4. Chedvale Construction Ltd, Hylton Hayes, Lower North Street, Cheddar, Somerset, BS27 3HH

1.02 Tenders

Tenders were due to be received by 12.00 noon on Friday 02 September 2022. The tender return date was extended to 16 December 2022 following requests from two of the contractors for additional time to price the scheme due to substantial workloads.

Three contractors returned tenders in accordance with the quotation instructions. DR Jones failed to submit a tender. The contractor responses and tenders are listed in the table below.

Contractor	Tender Return	Lead-in	Duration
1. Chedvale Construction	£538,780.00	6 weeks	20/24 weeks
2. John West (Contractors) Ltd	£592,175.00	4 weeks	20 weeks
3. Snape Contracting Services	£653,155.67	4 weeks	17 weeks

All Tenders were delivered to the offices of Weston-super-Mare Town Council at Grove House. The Tenders submitted were opened by Cllr Crew, Cllr Bailey and Mrs Sarah Pearse of Weston-super-Mare Town Council at the offices of Weston-super-Mare Town Council

2.0 Tender Process

2.01 Process

This Tender Report provides an analysis of the tenders submitted in response to enquiries sent out on 05 November 2022 to four contractors for Internal alterations, removal of internal rooms, construction of new offices, removal of reception counter, installation of new reception counter. Forming of new internal ramps and accessible WC facilities, decoration, and maintenance works at 32 Waterloo Street, Weston-super-Mare, BS23 1 LW. The quote returns are set out in section 1.02 above.

The tender process has been undertaken in accordance with Weston-super-Mare Town Council standing orders and standard JCT procedures.

3.0 Technical report

3.01 Technical Submission Generally

The tenders were opened in the presence of Councillors and an Officer of Weston-super-Mare Town Council in accordance with Weston-super-Mare Town Council's standing orders and standard JCT procedures.

3.02 Assessment of the Submission

The quotes submitted have been assessed through the use of a cost/quality matrix weighted, 60% to the cost element of the quote submitted and 40% to the written submission. It is intended that this will allow the quality of the submissions to form part of the successful bid. The maximum score that can be achieved under the assessment process will be 100%.

The written submission will include an assessment of the social value of the contractor and works.

3.03 Programme and Phasing

The contractors have indicated their programmes for the works, lead in times vary between 4 and 6 weeks, the contract period varies between 17 and 24 weeks, these will need to be confirmed and will commence from the receipt of an official order.

Contractor	Lead-in	Duration
1. Chedvale Construction	6 weeks	20/24 weeks
2. John West (Contractors) Ltd	4 weeks	20 weeks
3. Snape Contracting Services	4 weeks	17 weeks

3.04 Contract Conditions, Warranties, Insurances

There were no qualifications, queries or changes contained in the quotes received with regard to contract conditions, warranties or insurance within the quotes.

3.05 Site Set-up

No specific site set up plans have been submitted; these will need to be confirmed with the successful contractor prior to issuing an order at the pre-contract meeting.

3.06 Health & Safety/Quality Control

The successful Contractor will have to submit acceptable Health & Safety and Quality Control proposals.

4.0 Financial Report

4.01 Tenders

A copy of the priced schedule of works from John West has been requested for checking. The submissions from Chedvale Construction and Snape contracting were included with their forms of tender.

<u>Contractor</u>	<u>Tender Return</u>
1. Chedvale Construction	£538,780.00
2. John West (Contractors) Ltd	£592,175.00
3. Snape Contracting Services	£653,155.67

A full analysis of the priced schedules of work will be undertaken when they are available.

4.02 Provisional sums

4.02.1 Chedvale Construction

Chedvale Construction's priced summary included the following Qualifications, Provisional Sums and Contingencies: -

Contingency

- The contingency sum of £35,000.00 was included within the specification of works as part of the tender instruction and expenditure is at the direction of the Contract Administrator.

Provisional Sums

- The provisional sum of £750.00 was included within the specification of works as part of the tender instruction, item E.15. in connection with isolation, alteration and commissioning of fire alarms.
- A provisional sum of £2,000.00 was included by the contractor, item E.17. in connection with isolation, access
- The provisional sum of £20,000.00 was included within the specification of works as part of the tender instruction, item F.10. in connection with the provision of a new reception counter.
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.25. in connection with stonework repairs
- A provisional sum of £1,000.00 was included by the contractor, item F.26. in connection with removal of the letter box
- The provisional sum of £5,000.00 was included within the specification of works as part of the tender instruction, item F.54. in connection with the supply of steel beams and padstones
- A provisional sum of £1,000.00 was included by the contractor, item F.61. in connection with new door
- The provisional sum of £5,000.00 was included within the specification of works as part of the tender instruction, item F.66. in connection with the supply of steel beams and padstones
- A provisional sum of £2,000.00 was included by the contractor, item F.73. in connection with tracking of drainage
- A provisional sum of £1,368.00 was included by the contractor, item F.77. in connection with ceiling tiles
- A provisional sum of £3,990.00 was included by the contractor, item F.98. in connection with ceiling tiles
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.161. in connection with stonework repairs

- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.176. in connection with stonework repairs
- A provisional sum of £2,000.00 was included by the contractor, item F.253. in connection with office partitions

Qualifications

- The contractor has submitted the following qualifications as written notes on the priced schedule of work:-
 - No qualifications that affect the undertaking of the work were submitted.

4.02.2 John West (Contractors) Ltd

John West (Contractors) Ltd.'s priced summary included the following Qualifications, Provisional Sums and Contingencies: -

Contingency

- The contingency sum of £35,000.00 was included within the specification of works as part of the tender instruction and expenditure is at the direction of the Contract Administrator.

Provisional Sums

- A provisional sum of £750.00 was included by the contractor, item E.14. in connection with Lead survey
- The provisional sum of £750.00 was included within the specification of works as part of the tender instruction, item E.15. in connection with isolation, alteration and commissioning of fire alarms.
- The provisional sum of £20,000.00 was included within the specification of works as part of the tender instruction, item F.10. in connection with the provision of a new reception counter.
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.25. in connection with stonework repairs
- A provisional sum of £500.00 was included by the contractor, item F.26. in connection with removal of the letter box

- The provisional sum of £5,000.00 was included within the specification of works as part of the tender instruction, item F.54. in connection with the supply of steel beams and padstones
- The provisional sum of £5,000.00 was included within the specification of works as part of the tender instruction, item F.66. in connection with the supply of steel beams and padstones
- A provisional sum of £450.00 was included by the contractor, item F.73. in connection with tracking of drainage
- A provisional sum of £1,500.00 was included by the contractor, item F.74. in connection with accessible WC connection
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.161. in connection with stonework repairs
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.176. in connection with stonework repairs

Qualifications

- The contractor has submitted a covering letter with the following qualifications:-
 - We assume the client will allow us the use of existing water and electricity supplies for the duration of the contract at no cost to us.
 - We assume the client will allow us the use of existing toilet and wash facilities for the duration of the contract at no cost to us.
 - We have not included for the alteration, adaptation or removal of any lead paint containing products should any such products be found to exist on the site of our works.
 - Although we intend to standby our tender sum, suppliers are struggling to hold their prices in the current volatile market. Should our tender be of interest, we will forward all material and subcontractor quotes received during the tender stage and should price rises be incurred before our tender, we will have no option to pass the justified price increases on.

- We have assumed that we will be able to set up an office and welfare area within the existing property.
- We have allowed a provisional sum for a HIAB crane to place the Air Conditioning plant on the first floor roof at the rear of the property as indicated in the Mechanical drawings.
- The provision of lightning protection is excluded from our tender sum.
- We have allowed only to install new suspended ceilings in item 21,77 and 98 of the scope of works.
- We have allowed to install white ceiling tiles within our tender costs, we would need the specification of any coloured tiles required which would need to be costed accordingly.
- We have not allowed to remove any FF&E from the property.
- Our prelims are based on a contingent that both projects would potentially run simultaneously.
- We have based our works on a 20 week programme subject to further discussions and agreements prior to the works commencing.
- Please note we have allowed a budget cost for the PV installation as there are no specification details available from Edifice.
- We have not allowed for any out of hours working

4.02.3 Snape Contracting Services Ltd

Snape Contracting Services Ltd.'s priced summary included the following Qualifications, Provisional Sums and Contingencies: -

Contingency

- The contingency sum of £35,000.00 was included within the specification of works as part of the tender instruction and expenditure is at the direction of the Contract Administrator.

Provisional Sums

- A provisional sum of £750.00 was included by the contractor, item E.14. in connection with Lead survey
- The provisional sum of £750.00 was included within the specification of works as part of the tender instruction, item E.15. in connection with isolation, alteration and commissioning of fire alarms.
- A provisional sum of £23,000.00 was included by the contractor, item E.17. in connection with isolation, access
- The provisional sum of £20,000.00 was included within the specification of works as part of the tender instruction, item F.10. in connection with the provision of a new reception counter.
- A provisional sum of £3,450.00 was included by the contractor, item F.23. in connection with stone cleaning
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.25. in connection with stonework repairs
- A provisional sum of £1,437.5 was included by the contractor, item F.26. in connection with removal of the letter box
- The provisional sum of £5,000.00 was included within the specification of works as part of the tender instruction, item F.54. in connection with the supply of steel beams and padstones
- The provisional sum of £5,000.00 was included within the specification of works as part of the tender instruction, item F.66. in connection with the supply of steel beams and padstones
- A provisional sum of £1,000.00 was included by the contractor, item F.74. in connection with accessible WC connection
- A provisional sum of £1,000.00 was included by the contractor, item F.160. in connection with cleaning of stonework
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.161. in connection with stonework repairs

- A provisional sum of £862.50 was included by the contractor, item F.162. in connection with replacement of putty
- A provisional sum of £1,000.00 was included by the contractor, item F.175. in connection with cleaning of stonework
- The provisional sum of £2,000.00 was included within the specification of works as part of the tender instruction, item F.176. in connection with stonework repairs
- A provisional sum of £862.50 was included by the contractor, item F.177. in connection with replacement of putty
- A provisional sum of £5,000.00 was included by the contractor, item G.3. in connection with builders work for services
- A provisional sum of £2,000.00 was included by the contractor, item G.4. in connection with making good following services
- A provisional sum of £5,000.00 was included by the contractor, item H.3. in connection with builders work for services
- A provisional sum of £2,000.00 was included by the contractor, item H.4. in connection with making good following services
- A provisional sum of £1,250.00 was included by the contractor, item I.17. in connection with making good after asbestos removal

Qualifications

- The contractor has submitted the following qualifications as written notes on the priced schedule of work:-
 - The contractor has quantified all costs submitted, quantities will need to be checked and agreed before entering into a contract with the this contractor.

4.03 Solar PV

Within the mechanical and electrical breakdowns, the following sums have been allowed for to supply and install the solar PV.

<u>Contractor</u>	<u>Tender Return</u>	<u>Comments</u>
1. Chedvale Construction	£24,000.00	Provisional Sum
2. John West (Contractors) Ltd	£17,250.00	Budget cost
Tender Sum		
3. Snape Contracting Services	Breakdown not supplied	

4.04 Tender Evaluation

Set out below are the marks awarded for the cost element of the submission, the lowest price submitted has been awarded the full marks available for the cost element. The difference between the lowest and higher tenders has been calculated as a percentage and the points awarded by this percentage. The maximum marks available are 60.

<u>Contractor</u>	<u>Tender Return</u>	<u>% of score awarded</u>
1. Chedvale Construction	£538,780.00	60
2. John West (Contractors) Ltd	£592,175.00	55
Tender Sum		
3. Snape Contracting Services	£653,155.67	49

5.0 Quality Report

5.01 Quality Assessment Criteria

Weston-super-Mare Town Council have adopted a Social Impact policy within their procurement procedure and financial regulations, in order to comply with this requirement the tender has been assessed on a cost/quality matrix with the quality matrix forming a social impact statement and used to assess the Social Value of the works. The cost assessment is set out above in section 4.0 of this report.

5.02 Submission Evaluation

Set out below are the scores from the quality element submission.

<u>Contractor:</u>	<u>Chedvale Construction</u>	<u>John West</u>	<u>Snape Contracting</u>
	<u>Real Living Wage</u>		
Payment of Real Living Wage	<u>Yes/No</u> (If no then tender disqualified)	<u>Yes/No</u> (If no then tender disqualified)	<u>Yes/No</u> (If no then tender disqualified)
	<u>Social Impact</u>		
<u>Element</u>	<u>Score</u>	<u>Score</u>	<u>Score</u>
Weston View	5	10	7
Cleaner & Greener	17	18	13
Healthier & Happier	7	8	2
A Bright Future	6	10	5
Heritage Arts & Culture	Element not relevant to contractors' portion of works – no design element	Element not relevant to contractors' portion of works – no design element	Element not relevant to contractors' portion of works – no design element
	<u>Quality Submission Points Awarded</u>		
Total points awarded for quality submission (out of 40)	24	32	20

6.0 Summary

6.01 Summary:

Three contractors submitted tenders, which are technically in order for contract purposes, these are set out below. The tenders have been assessed on a Cost/quality matrix and the scores awarded against each section are set out below.

<u>Contractor</u>	<u>Tender Return</u>	<u>Cost Score</u>	<u>Quality Score</u>	<u>Total Score</u>
1. Chedvale Construction	£538,780.00	60	23	83
2. John West (Contractors) Ltd	£592,175.00	55	32	87
3. Snape Contracting Services	£653,155.67	49	20	69

John West and Chedvale Construction have submitted financial and quality submission that are evenly waited. Chedvale Construction are the cheaper submission, but John West offer better Social Value and Quality.

These tender forms the internal elements of the works at 32 Waterloo Street, the external works have previously been tendered and awarded to John West. Should John West be appointed to undertake both elements then there will be the potential for savings to be identified with management costs, access, welfare and prelims between the two contracts.

Should Chedvale be awarded this contract then the roof and external works will not be able to be undertaken at the same time due to the complexity of the Health & Safety Management of the works and will need to follow on from the internal works.

6.02 Amalgamation of Projects:

John West (Contractors) have submitted a tender for and been awarded the works to the tower and roofs. We have approached John West to enquire whether there are any savings if they are awarded both projects and they are undertaken at the same time. Both projects have been priced as stand-alone projects and there is doubling up of management and operational costs.

Potentially John West have identified £35,000 of savings that can be made. This would be subject to a review of both schemes and a single scope of works being undertaken that incorporates both projects.

The revised cost has been put into the matrix set out below:-

<u>Contractor</u>	<u>Tender Return</u>	<u>Cost Score</u>	<u>Quality Score</u>	<u>Total Score</u>
1. Chedvale Construction	£538,780.00	60	23	83
2. John West (Contractors) Ltd	£557,175.00	58	32	90
With £35,000 potential savings				
3. Snape Contracting Services	£653,155.67	49	20	69

6.03 Recommendation:

Both Chedvale Construction and John West (Contractors) have submitted valid tenders. Should the works internally and externally need to be undertaken at the same time, John West contractors offer a significant saving on their tendered sum.

Should the internal and external works follow on from each other the Chedvale Construction can be appointed. Both works at the same time have a programme of around 20 weeks, the works following on from each other have a combined programme of around 40 weeks.

Given the constraints imposed by the insurers in relation to the Lightning protection, and the evidence of loose tiles that could fall from the roof, the external works should not be put back unnecessarily.