

Item 4 - For Decision – Market Place Improvements

Author: Town Centre Regeneration Manager

Supplementary report on quotations received

Summary

This paper supplements the paper circulated with the agenda and makes a recommendation based on the quotes received for the work relating to the detailed design and supervision of construction of the first phase of Market Place Improvements

Process

Quotes were requested from four companies: the Council requested the four companies to provide a quote, methodology and any pertinent observations on the proposals for the following:

The works being quoted for would cover the area of:

- The footway on the South East side of Market Place between the corner of Bath Street and the bus stop
- The entrance to King Street at the junction with Market Place
- The parking spaces around the Boyle Cross
- The Boyle Cross itself

Works for traffic calming on the B3090 were specifically excluded from this phase due to the need for traffic regulation orders and permissions regarding works on the highway.

The invited companies were sent a brief, a plan showing the limit of the works, The Stage C feasibility report and a link to the relevant section of the Neighbourhood Plan. All four companies were sent these by email at 17:05 on Tuesday 4th March. For reasons of commercial confidentiality four separate emails were sent so that no potential contractor was aware of the other possible contenders.

All four companies acknowledged receipt of the documents: two notified the council of their intention to bid and two notified the council that, on this occasion, they would not be bidding.

Two bids were received before the deadline of 5pm on the 18th March 2014. These bids were delivered as per the requirements of the Council's financial regulations. The two bids were opened by the Responsible Finance Officer on the morning of Wednesday the 19th of March 2014. The Town Clerk and the Town Centre Regeneration Manager were in attendance.

The bids received

The two bids received both fulfilled the basic requirements for detailed design of the work and both quoted for supervision of the contractors once streetworks were underway. Clarification of minor points were sought and in one instance a clarification of price and what was included within the price was sought from one of the companies quoting.

The bids varied in the design proposal with one of the consultants expressing caution regarding works at the entrance to King Street within the timescales proposed due to the need for Highways

approval, although both consultants quoted to include this element one gave the option of removing it from the fee. However on the supervision elements the approaches were very different, with one consultant seeking to recruit a local clerk of works to make periodic visits (no more than 10 in a 14 week contract) coupled with monthly site meetings, and the other stating with their bid that they will attend site twice weekly or as required. One bidder has specifically stated items included such as site management, CDM review and review of method statements, whilst the other has not.

Dependent upon contract circumstances, the overall contract value within the bids varied from £18,357 to £26,500. The actual value of any contract awarded will vary as work progresses with site assessment and ground conditions becoming apparent and with variations in the ultimate price of the engineering works contract. I had estimated that the works for detailed design and supervision would cost around £31,000 and thus even the higher of these bids has room for manoeuvre within the budget.

Summary and Conclusion

IMA Transport Planning of Bath is the preferred bidder to undertake detailed design of the works and for contract supervision even though they are not the cheapest of the two bids submitted.

The reasons for favouring the IMA Transport Planning quotation are:

- The methodology described gives an overall confidence in IMA's ability to deliver the works for the town council: this is coupled with an impressive CV of works for which the selected team (not just the company) have delivered design and contract supervision
- The quote is clearly structured in a manner intended to allow the council to selectively add or remove elements of the quote if so desired
- The itemisation in the methodology gives confidence in IMA's awareness of all issues facing delivery of the works
- During supervision, IMA propose to be on site at least twice a week and more often as required without further fees being incurred. To this must be added their local presence and experience of working in Mendip and Somerset.

In addition IMA Transport Planning have highlighted their competence in related matters that the Town Council may need to commission as part of the works, e.g. CDM Co-ordinator.

Overall whilst IMA Transport Planning's quote is, at face value, significantly higher than the other bidder, there is a much greater degree of confidence that IMA will be able to deliver the works within the required timescale and will retain control of the contract as and when issues arise.

It is important to remember that the consultants and supervisors fees overall are a relatively small percentage (no more than 15%) of the overall cost of delivering the scheme: the works contract will be in excess of £200,000, and the cost to the Council of difficulties arising at the contract works stage can heavily outweigh any savings made in this appointment. In addition, supervision is key to keeping the contract on course for completion within a given timescale and failure in this respect carries financial and practical penalties.

Recommendation

It is recommended that the Council approves:

1. The appointment of IMA Transport Planning for detailed design of the Phase 1 works and tender and contract supervision
2. The allocation of a budget of £31,000 for detailed design and supervision of the works using the Town Centre Improvements earmarked reserve