

## Members' Library Service Request Form

Date of Document	14/06/13
Originator	Iain Farquhar
Originator's Ref (if any)	IF/ES
Document Title	Classroom Layout Alterations at Musselburgh Burgh Primary School, Musselburgh

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Additional information:

Authorised By	Monica Patterson
Designation	Ex Dir (Services for Communities)
Date	19/06/13

For Office Use Only:	
Library Reference	161/13
Date Received	09/07/13
Bulletin	Jul13

**REPORT TO:** Members' Library Service

**MEETING DATE:**

**BY:** Executive Director (Services for Communities)

**SUBJECT:** Classroom Layout Alterations at Musselburgh Burgh Primary School, Musselburgh

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## **1 PURPOSE**

- 1.1 To note the decision to accept the quotation for the Classroom Layout Alterations at Musselburgh Burgh Primary School, Musselburgh, to Messrs GHI Contracts Ltd, Glasgow.

## **2 RECOMMENDATIONS**

- 2.1 Cabinet is asked to note the decision of the Executive Director (Services for Communities) (per the Head of Housing & Environment) as appointed representative under Standing Order Rule 46 and delegation Appendix 2a (Tenders) thereto and after consultation with the Head of Council Resources to accept Messrs GHI Contracts Ltd's quotation amounting to £19,721.97 after checking for the Classroom Layout Alterations at Musselburgh Burgh Primary School, Musselburgh and noting it is open for consideration until 5 July 2013.
- 2.2 Cabinet is asked to note that the Executive Director (Services for People) has approved the award of this contract.

## **3 BACKGROUND**

- 3.1 A review of Musselburgh Burgh Primary School's capacity has identified that, based on roll projections and associated class organisation, an additional classroom will be required for the start of the school year in August 2013. The Principal Officer (Business Unit), Education has also confirmed that the expected school roll cannot be accommodated within the current 11 classrooms.

Alterations to an existing GP space is a cost effective means of providing this additional classroom. Further assessment of roll projections and

anticipated numbers of classes will be carried out to establish future requirements.

- 3.2 Documents were issued to the six undernoted Lot 1 Framework Contractors through the Quick Quote System and the following three offers were duly received, all being subjected to checks resulting in the quotation amounts indicated below:

Ref	Contractor	Quotation Amount Before Checking	Quotation Amount After Checking	Lowest Checked Quotation Amount
1	GHI Contracts Ltd, Glasgow	£19,721.97	£19,721.97	<u>£19,721.97</u>
2	Gordon Guthrie Contracts Ltd, Edinburgh	£22,699.33	£22,699.33	
3	Maxi Construction Ltd, Livingston	£24,238.76	£24,238.76	
4	Ashwood Scotland Ltd, Bathgate	No Quotation Received		
5	John A Smith & Son (Building Contractors) Ltd, Athelstaneford	No Quotation Received		
6	Morris & Spottiswood, Glasgow	No Quotation Received		

- 3.3 As indicated at 3.2, Messrs GHI Contracts Ltd's quotation amounting to £19,721.97 after checking remains the lowest of the offers submitted and has been competitively priced throughout.

- 3.4 The quotation is offered on a firm price basis in terms of the SBCC Minor Works Contract MW/Scot for use in Scotland (2011 Edition) and the Contractor has undertaken to complete the works within 3 weeks from the date of possession.

#### **4 POLICY IMPLICATIONS**

- 4.1 None.

#### **5 EQUALITIES IMPACT ASSESSMENT**

- 5.1 This Report is not applicable to the wellbeing of equalities groups and an Equalities Impact Assessment is not required.

## **6 RESOURCE IMPLICATIONS**

- 6.1 Financial – Together with the addition of restricted ELC Professional Costs & Expenses, the total project expenditure for this work will not exceed £22,000.

This expenditure will be contained within the budget allocated for Primary School Upgrades in the Council's approved revenue budget for 2013/2014 and has been approved by the Head of Council Resources.

The major element of this expenditure will be allocated in this financial year with the remaining retention monies allocated in the 2014/2015 financial year.

- 6.2 Personnel – None.

- 6.3 Other – None.

## **7 BACKGROUND PAPERS**

- 7.1 None.

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<b>DESIGNATION</b>	Head of Housing & Environment
<b>CONTACT INFO</b>	Iain Farquhar – Ext 7317 IF/ES –14 June 2013