

## MERSEYSIDE FIRE AND RESCUE AUTHORITY

<b>MEETING OF THE:</b>	<b>COMMUNITY SAFETY &amp; PROTECTION COMMITTEE</b>		
<b>DATE:</b>	<b>1<sup>ST</sup> SEPTEMBER 2020</b>	<b>REPORT NO:</b>	<b>CFO/047/20</b>
<b>PRESENTING OFFICER</b>	<b>CFO PHIL GARRIGAN</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>STEWART WOODS</b>	<b>REPORT AUTHOR:</b>	<b>ANTHONY HOLLAND</b>
<b>OFFICERS CONSULTED:</b>	<b>STEWART WOODS HEAD OF ESTATES STRATEGIC LEADERSHIP TEAM</b>		
<b>TITLE OF REPORT:</b>	<b>HESWALL REFURBISHMENT PROJECT 2020</b>		

<b>APPENDICES:</b>	<b>APPENDIX A:</b>	<b>SITE PLAN</b>
	<b>APPENDIX B:</b>	<b>FLOOR PLANS &amp; ELEVATIONS</b>
	<b>APPENDIX C:</b>	<b>TENDER REPORT</b>
	<b>APPENDIX D:</b>	<b>OUTCOME OF TENDER EVALUATIONS</b>

### Purpose of Report

1. To seek approval for the planned refurbishment and development of Heswall Fire & Rescue station. The costs are contained and in line with our Estate Asset Management Plans previously considered by the Authority. Heswall operates on the Low Level Activity and Risk (LLAR) duty system.

### Recommendation

2. That Members:
  - a. Note the outcome of the formal re-tendering process.
  - b. Agree to continue with the planned refurbishment of the Fire Station
  - c. Note the scope of works to exclude the following items of from the proposed refurbishment on the basis of affordability:
    - 1) New mist / sprinkler system.
    - 2) New external canopy.
    - 3) New external storage building.

Approve the award of the contract to Novus Property Solutions for the sum of £ £300,761.62,

## **Introduction and Background**

3. Heswall Fire Station Currently operates under the Low Level Area of Risk (LLAR) duty system. The property consists of operational areas to the ground floor and LLAR staff living accommodation to the first floor.
4. The LLAR accommodation was recently refurbished in December 2018, however the operational areas to the building and site are now due for refurbishment and modernisation to bring the property up to date, and in line with MFRA estates strategy requirements and the IRMP 2019-21.
5. The proposal initially incorporated the following additions and changes to improve operational and community use of the station.
  - Demolition of the existing internal kit store and locker room to the appliance bay, to create added internal space for operational use.
  - Demolition of the existing timber outbuilding to the rear yard, and construction of a new purpose built unit to incorporate lockers, a drying room and kit store.
  - New external steel framed canopy to form a covered wash area to the rear of the station, for operational use.
  - Remodelling of the WC areas to create a new accessible entrance to the front of the station for community and station use with accessible parking space to the front. This also includes a new accessible WC and shower room for community use.
  - General modernisation of the station areas, including the watch office, watch manager's office, kitchen and the 1<sup>st</sup> floor office areas, ground floor gym and shower rooms.
  - Additional item, mist system to the whole station including the first floor living accommodation (added after the initial tender process was completed 2019)
6. The scheme has gone through a formal planning and building control process and we have successfully achieved full planning approval from Wirral MBC.

### **First tender Process:**

7. A formal tender process was initiated and carried from January to February 2019. Nine contractors expressed an interest and received all the relevant documentation and a formal invite to tender accordingly. Following this process a preferred contractor was identified.
8. The tender returns were scored based on a 60% weighting on commercial 40% quality. Due to the close scoring of the top 2 contractors a further tender evaluation was carried out by Todd & Ledson who are employed as an independent Quantity Surveying Consultant.
9. See Appendix D, section 1 for 1<sup>st</sup> tender process, commercial and quality scoring table.

### **Second Tender Process:**

10. The following information outlines the retender of the tender previously issued in January 2019 (as outlined above in sections 7-9). Following the first tender the scheme was adjusted to take in to account the requirement for a mist system to be installed as part of the works and that the bidding contractors had to review their working hours to accommodate the fire fighters being present on site for the night shifts (from 8pm till 10am).
11. It was felt that this was enough of a change to the scope of works that retendering the scheme was necessary. As with the initial tender, this was issued through the supply4nwfir portal. The initial bidders were all invited to resubmit a tender for this revised scope of works.
12. Notification was sent to all contractors:
13. Upon receipt of the tender notification four contractors confirmed they would provide another tender bid:
14. Tenders were received on the due date of 1 November 2019. Tenders were opened and recorded.
15. The tenders are shown in section 2 of Appendix D. This shows the tender figures in ascending order of value and the commercial /quality scoring tables.
16. Following the second tender process the proposals were reviewed by SLT and due to possible budget constraints and changes it was agreed that it may be beneficial to change the scope of works suitably to reduce the overall costs.
17. This approach was requested by SLT as MFRS are also looking at options to merge stations at some point in the future. It was therefore agreed that the authority would review a reduced scope of works and associated costs for the refurbishment of Heswall Fire Station.
18. It was agreed that a third full tender process was required which has been carried out and is detailed in the sections 19-23 of this report and the appendices.

### **Third tender Process:**

19. Following an internal budget review Estates were requested to approach the tendering contractors with a request to review their tenders to remove the following items; Mist System, External, Store Building and Rear Canopy from the Works.
20. Notification was sent to the contractors who had responded to the previous tender amendment: See Section 3, of Appendices D.
21. The revised tender enquiry documents were issued on 3rd February 2020 and received for review by MFRS and RLB in March 2020.

22. The revised tenders have been received and were scored on a 60% commercial 40% quality submission. The priced documents of all the tenders were subjected to arithmetical and technical checks. The quality submission was scored by RLB and MFRS Estates.
23. Section 3, of Appendix D shows the quality & commercial scoring with tender values.
24. Conclusion and recommendations: It is our recommendation that the tender of Novus Property Solutions provides the most economically advantageous tender based on the combined commercial and quality submission and the sum of **£300,761.62** be accepted.

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### **Equality and Diversity Implications**

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25. Members have previously considered and approved the accessibility and Equality Impact Assessment for the all stations in earlier reports.

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### **Staff Implications**

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26. The new development will provide improved facilities and working conditions. However operationally the fire station will have restricted use for the duration of the project. The refurbishment programme is planned for 25 weeks. In times that the rear yard and appliance bay is obstructed it is proposed to have the appliance parked on the front apron of the station to allow ease of access and egress.
27. Access to the LLAR living accommodation will be maintained of an evening. However SLT should note that during the works the contractor may have some difficulty in getting the services back on in time for staff to utilise the first floor accommodation. Although unlikely, a contingency plan for the station being unavailable should be discussed and in place for such an occurrence.

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### **Legal Implications**

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28. A formal build contract will be entered into with Novus Property Solutions Ltd if approved by Members prior to any construction works starting on site.

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### **Financial Implications & Value for Money**

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29. The total cost of the scheme will be £0.331m as outlined below:-

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• Main construction costs	300,761
• Consultant Fees	10,000
• Contingency	<u>15,000</u>
	<u>325,761</u>

These costs can be contained within the £500,500 approved capital provision for the scheme.

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**Risk Management, Health & Safety, and Environmental Implications**

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30. Key project risks will be managed in accordance with the current H&S regulations, including CDM 2015.

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**Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters***

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31. The newly refurbished and modernised Fire Station will provide an improved working environment for firefighters.

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**BACKGROUND PAPERS**

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**SEE APPENDICES**

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**GLOSSARY OF TERMS**

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<b>MBC</b>	<b>Metropolitan Borough Council.</b>
<b>MFRS</b>	<b>Merseyside Fire &amp; Rescue Authority.</b>
<b>LLAR</b>	<b>Low Level Activity and Risk.</b>
<b>RLB</b>	<b>Rider Levett Bucknall (cost consultant)</b>
<b>SLT</b>	<b>Strategic Leadership Team</b>