

# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 09 January 2017

<b>Portfolio:</b>	Leisure and Community
<b>Subject:</b>	<b>Westbury Manor Museum Refurbishment – Award of Contract</b>
<b>Report of:</b>	Director of Operations
<b>Strategy/Policy:</b>	Leisure Strategy
<b>Corporate Objective:</b>	Leisure for Health and for Fun

**Purpose:**

This report presents the tenders for the refurbishment of the Westbury Manor Museum.

**Executive summary:**

In June 2016 the Executive approved a capital budget of £483,000 for the refurbishment of the Westbury Manor Museum to allow the re-invention of the museum as a vibrant ‘culture stop’

Tenders have been received and it is recommended that a contract be awarded to the contractor with the most economically advantageous tender as detailed in the appended evaluation matrix.

**Recommendation/Recommended Option:**

That the Executive agrees to award a contract to the tenderer who submitted the most economically advantageous tender for the refurbishment of the Westbury Manor Museum.

**Reason:**

To allow the refurbishment of the Westbury Manor Museum.

**Cost of proposals:**

The cost of the construction contract is covered within the available budget of £483,000 for the overall project.

**Appendices:**

Appendix A – Confidential - Executive Briefing Paper Tender Prices and Evaluation.

Appendix B – Confidential – Summary of tender evaluation.

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### Executive Briefing Paper

<b>Date:</b>	09 January 2017
<b>Subject:</b>	<b>Westbury Manor Museum Refurbishment – Award of Contract</b>
<b>Briefing by:</b>	Director of Operations
<b>Portfolio:</b>	Leisure and Community

#### INTRODUCTION

1. In June 2016 the Executive approved a capital budget of £483,000 for the refurbishment of the Westbury Manor Museum. This funding is for the construction works element only. Hampshire Cultural Trust are contributing £100,000 grant funding from the Heritage Lottery Fund for equipping the first floor exhibition space. Hampshire County Council Architects are providing £67,000 of in kind support to carry out the role of principal designer and contract administrator.

#### TENDERS

2. Following completion of the detailed design and specification for the works, tender documents were issued under an open tender procedure. Four returns were received.
3. The evaluation of the tenders is included as Appendix A to this report.

#### FINANCIAL IMPLICATIONS

4. The tender submitted by the recommended contractor has the second lowest sum. It scored 77% in the overall evaluation compared to 78% for the tender with the lowest sum, however the latter tender excluded a number of specified items and therefore had to be discounted.
5. Within the tender sum there is an allowance of £25,000 for contingencies.

#### CONCLUSION

6. That a contract be awarded to the contractor with the most economically advantageous tender as detailed in the appended evaluation matrix.

#### Enquiries:

For further information on this report please contact Mark Bowler, ext. 4400