

Bolsover District Council

Executive

4th January 2016

Cotton Street Refurbishment

Report of the Portfolio Holder for Customer Services

This report is public

Purpose of the Report

- To obtain delegated authority for the Assistant Director of Property and Estates to appoint the winning bidder from the tender exercise and evaluation within existing budgets for the above contract.

1 Report Details

- 1.1 At the June 2015 Executive, members approved a recommendation to acquire and refurbish 3 Cotton Street, Bolsover as an investment property to lease to Jobcentre Plus. Subsequently, at the 30 November Executive it was approved that the Council's Bolsover Contact Centre would also relocate and co locate with Jobcentre Plus in Cotton Street.
- 1.2 Property & Estates have been working with Rider Levett Bucknall (appointed consultant) to produce the design and specification documents to allow a tender exercise to be carried out resulting in the appointment of a main contractor to carry out the work.
- 1.3 Jobcentre Plus's current lease agreement expires in March 2016 and in order to ensure continuity of the Jobcentre Plus services in the town, the refurbishment of 3 Cotton Street should be complete in early March 2016, to allow for their relocation. The additional benefit of a March (or early as possible) completion is that BDC receive the rent from Jobcentre earlier but this would also allow for an earlier relocation of the Councils own Contact Centre, from Sherwood Lodge, which will provide savings on ICT infrastructure (Leased Line) and a short-term saving on NNDR.
- 1.4 To enable a March 2016 completion and deliver the above, the tender exercise to appoint the main contractors has been made as short as practically possible allowing 3 weeks (including the Christmas/New Year period) before the bids will be received on 11th January. The evaluation will be carried out that week with the aim of appointing as early as possible for a start in January.

2 Conclusions and Reasons for Recommendation

- 2.1 In consideration of the above and in particular the need to appoint a contractor in January for a completion in early March the report seeks delegated powers to enable the most appropriate contractor, determined through the evaluation process to be appointed for an immediate start.

3 Consultation and Equality Impact

- 3.1 Consultation has taken place on the proposals outlined in this report with the Deputy Leader.

4 Alternative Options and Reasons for Rejection

- 4.1 The other option would be to wait to get the evaluation report approved at the next available Executive which would be 1st February 2016 resulting in a completion in early March unachievable. This option would jeopardise Jobcentre Plus delivery in Bolsover and delay the financial benefits to BDC as outlined in the report.

5 Implications

The implications are that a main contractor is appointed to enable work to commence for a completion in early March.

5.1 Finance and Risk Implications

No financial risk has been identified, delivery within existing budgets.

5.2 Legal Implications including Data Protection

Contract/agreement is to be arranged for the appointment of a main contractor.

5.3 Human Resources Implications

N/A

6 Recommendations

- 6.1 That Executive grant delegate authority to the Assistant Director of Property and Estates to appoint the contractor with the winning bid based upon the tender evaluation process within existing budgets to carry out the refurbishment of 3 Cotton Street

7 Decision Information

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| Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards) | Yes |
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| District Wards Affected | Bolsover |
| Links to Corporate Plan priorities or Policy Framework | Growth Strategy |

8 Document Information

| Appendix No | Title |
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| Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers) | |
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| Report Author | Contact Number |
| Michael Baker – Principal Building Surveyor | 01246 242249 |
| Matt Broughton – Commercial Property and Developments Manager | 01246 242210 |

Report Reference –