

REPORT

To: GENERAL PURPOSES COMMITTEE		Subject: CIVIC CENTRE, MOTHERWELL - REGISTRARS SECTION REFURBISHMENT
From: DIRECTOR OF HOUSING & PROPERTY SERVICES		
Date 8 th January 2004	Ref: DMcC/PB/ ADMS03108	

1.0 INTRODUCTION

(1.01) The purpose of this report is to keep Committee members informed regarding the above.

2.00 BACKGROUND

(2.01) The Work comprises the replacement of the lighting installation, alterations to the power circuits and the installation of air conditioning equipment. An intruder alarm and CCTV system will also be installed.

New partitions will be erected in the Marriage Room and new Interview Rooms will be formed together with a revised layout for the General Office.

The toilet area will be re-formed to provide Disabled facilities, with new sanitary ware installed throughout.

The whole area will have new ceilings (excluding corridor areas) and floor finishes and redecorated throughout.

(2.02) The funding for this work is contained within the Administration Capital Programme 2003/2004 and 2004/2005.

3.00 PROPOSALS/CONSIDERATIONS

(3.01) Location: Civic Centre
Civic Square
Motherwell

(3.02) The Tender documents were issued to six contractors five of whom submitted a Tender as follows:

<u>Contractors</u>	<u>Before Check</u>	<u>After Checking</u>
David H Allan Ltd.	£153,045.55	£155,211.96
John Buchanan Shopfitters	£157,775.53	£159,853.33
Chard Construction Ltd	£160,088.62	£163,163.48
Alltech Ltd	£163,736.52	£164,621.27
Clark Contracts Ltd	£169,084.78	Not Checked
Archibald McCorquodale & Son Ltd	Declined to tender	

Report on Civic Centre Registrars Section Refurbishment

- (3.03) The lowest three offers have been checked and errors have been corrected in accordance with the tender documents.
- (3.04) After checking the lowest offer was that submitted by David H Allan Limited, in the corrected amount of £155,211.96
- (3.05) The project costs arising are as follows:-

Tender Costs	£ 155,211.96
Fees	£ 23,281.79
Total	<u>£ 178,493.75</u>
Estimated Spend 2003/2004 -	£ 120,000.00
Estimated Spend 2004/2005 -	£ 58,493.75

4.00 CORPORATE CONSIDERATIONS

- (4.01) The Committee are asked to note that this tender report has been prepared after due consideration and consultation with the Client Departments representatives.

5.00 RECOMMENDATION

- (5.01) The Committee is asked to note that in accordance with the delegations given to the Director of Administration, this project is being progressed for acceptance, after consultation with the Convenor. Final confirmation on the project progress will be given at the meeting.

6.00 BACKGROUND PAPERS

- (6.01) Held by the Director of Housing and Property Services.


Director of Housing and Property Services