



# BILLET D'ÉTAT

XIV  
2001

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WEDNESDAY, 27th JUNE, 2001

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STATES EDUCATION COUNCIL

DRY ROT AND MAINTENANCE REPAIRS

AT VAUVERT PRIMARY SCHOOL

# ***BILLET D'ÉTAT***

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## **TO THE MEMBERS OF THE STATES OF THE ISLAND OF GUERNSEY**

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In pursuance of Paragraph (2) of Rule 1 of the Rules of Procedure in and in relation to Assemblies of the States of Deliberation of the Island of Guernsey, I have the honour to inform you that a Meeting of the States of Deliberation will be held at **THE ROYAL COURT HOUSE, on WEDNESDAY, the 27th JUNE 2001**, immediately after the meeting already convened for that day.

**STATES EDUCATION COUNCIL****DRY ROT AND MAINTENANCE REPAIRS AT VAUVERT PRIMARY SCHOOL**

The President,  
States of Guernsey,  
Royal Court House,  
St. Peter Port,  
Guernsey.

7th June, 2001.

Sir,

**DRY ROT AND MAINTENANCE REPAIRS AT VAUVERT  
PRIMARY SCHOOL****Purpose**

This policy letter requests urgent approval to undertake, during the school summer holiday period, remedial works to deal with dry rot infestation at Vauvert Primary School at an estimated overall total cost of £250,000 including building and decorating works, project management and contingencies. The Council recommends the acceptance of the tender received from Herridges Limited in the sum of £161,193, the appointment of Incus Management Ltd to project manage for a fee of £11,795 and an associated 10% provision for contingencies of £17,300. The Council is aware that it is difficult to ascertain the extent of spread of dry rot until works commence. Accordingly, the Council wishes to recommend that a further sum of £59,712, bringing the total vote requested to £250,000, is also provided to meet the cost of further unexpected works associated with the extent of spread of the dry rot, such additional expenditure to be incurred only after consultation with and approval by the Advisory and Finance Committee.

**Background**

The dry rot in the roofing structures of the school was initially identified in late spring 2000. An inspection was carried out which identified that there were no immediate safety

issues. The Department of Architecture was not able to offer architectural or quantity surveying services at the time and, given the progressive nature of dry rot infestation, tenders were sought from surveyors to project manage the proposed remedial works. In October 2000 Incus Management Ltd (Incus) was appointed. The appointment was structured in order that the Education Council could halt the process at each stage.

Incus carried out the survey, providing an initial cost estimate for the contractor's work of £145,000. Staff level discussions were held with the Island Development Committee (IDC) to ensure that the proposals were in keeping with planning expectations. A formal application has since been made to the IDC and a response is awaited.

### **Tender information**

The response to the tender documentation prepared by Incus was very disappointing. From five companies invited to tender, four returned the documentation once it had been read, as they felt that they could not resource the project at the time requested or meet the tender deadlines. The Council felt that, if a further tendering exercise was undertaken it was unlikely that any alternative contractors could be found to tender by the dates required, namely to complete the works within the summer holiday period. Nevertheless, although delaying the seeking of authorisation to proceed, tenders were issued to two further contractors in the hope that this would provide three tenders for consideration.

It appears to the Council that the limited response to the tender information is due to the buoyant state of the local building industry. Following the tender period, out of the seven contractors who had expressed an interest in tendering, only one tender was received, from Herridges Ltd at a total cost for all the works as set out in the specification of £161,193. This included some amendments and some additional works from the original tender following further examination of the site and discussions with the head teacher.

The additional works were as follows:–

- To remove fully suspended ceilings within the classrooms  
(if this work was omitted it would provide a saving of £5,000).
- To revise the east elevation rainwater goods  
(if these items are omitted a saving of £2,288 would be achieved).

The dry rot outbreak is at a high level within the first floor classrooms and to date there is no evidence that it has spread to the floor or the classrooms below. If remedial works are not required on the ground floor, this would provide a saving of £14,820 although this cannot be known until the works have commenced.

The Council accepts that having only one tender makes assessment of the value for money of a project more difficult. However, the cost of the proposal can be compared to the initial responses to the project management tender where estimates in excess of £220,000 were received from companies for the work identified. Although the full extent of the rot will not be known until works commence, it is clear that the infestation requires urgent attention.

### **Project management**

The tender for project management submitted by Incus was for a fixed fee of £7,500 based on works initially estimated at £92,000. However, given the nature of the works, the terms stated, that should the extent or scope of the works materially change or the cost of the provisional sums exceed those included by 20%, that a revised fee of 5% of the additional works would be charged. The fees were staged; a sum of £2,475 was accepted for the investigation and survey, pre-tender works and tender preparation.

The revised fees for project management are as follows:–

Revised scope of works based on tender received	£10,960
Architectural services of 3D Design required for IDC application	£835
<b>Total</b>	<b>£11,795</b>

### **Timescales and authorisation of continuing work**

Under the financial procedures for the approval of capital building projects States approval is required for a vote where the cost of a project exceeds £100,000. In view of the urgency required in dealing with the dry rot and, in particular, the need to complete the works before the start of the autumn term, the Council has had to bring this issue to the States as a late Billet. The tight deadlines involved mean that it would have been impossible for a contractor to place the necessary orders and commence work on the site for the summer holiday period without consideration by the States at short notice.

It is essential for the management of the school that the bulk of the works is carried out during July and the school summer holiday. The Council understands that the chemicals used in dry rot treatments should have sufficient time to disperse before the school is reoccupied. Whilst the school can accommodate two classes in the hall for a short period, an efficient start to the new school term, particularly with the youngest age groups beginning school for the first time, is very important for the education of the pupils of Vauvert Primary School.

### Summary

The Council therefore requests the appointment of Herridges Ltd as contractor and Incus Management as project manager, to carry out the dry rot and maintenance repairs on Vauvert Primary School as follows:–

Herridges Ltd tender	£161,193
Incus – project management	£11,795
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Sub-total	£172,988
Contingencies at 10%	£17,300
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Provision for further works with approval by Advisory and Finance Committee	£59,712
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<b>Total</b>	<b>£250,000</b>

### Recommendations

The States Education Council, therefore recommends the States:–

1. To approve the dry rot and maintenance works identified at Vauvert Primary School as set out in this report, at a total cost, including building and decorating works, project management, contingencies and a provision for possible further works, not exceeding £250,000, subject to the approval of the States Advisory and Finance Committee for any expenditure exceeding £190,288;
2. to authorise the States Education Council to accept the tender from Herridges Ltd in the sum of £161,193 to carry out the above works;

3. to authorise the States Education Council to appoint Incus Management Ltd to oversee and project manage the above works;
4. to vote the States Education Council a credit of £250,000 to cover the cost of the above, which sum shall be taken from the Council's allocation for capital expenditure.

I have the honour to request that you will be good enough to lay this matter before the States, together with the appropriate propositions.

Yours faithfully,

J. PRITCHARD,

Vice President,  
States Education Council.

The President,  
States of Guernsey,  
Royal Court House,  
St. Peter Port,  
Guernsey.

13 June, 2001.

Sir,

I refer to the letter dated 7 June 2001 from the Vice President of the States Education Council concerning dry rot and maintenance repairs at Vauvert Primary School.

The Advisory and Finance Committee supports the proposals. In so doing, it has acknowledged the need for the proposed works to be undertaken at short notice and the desirability of their completion before the beginning of the school term in September to avoid the disruption that might otherwise be experienced, not least by those beginning school for the first time.

In considering this matter the Committee is of the firm view that it should not be necessary, where there is a strong and clear case for urgency, for example, on grounds of health and safety, for such works to be submitted to the States for prior approval. This is not only an unnecessarily lengthy process but is also wasteful of States Members' time. The Committee considers that the procedures would be more efficient if it was to be authorised to approve such works on behalf of the States.

In its forthcoming Policy and Resource Planning Report, the Committee has stated its intention to undertake a review of the present States Financial Procedures, including those for capital expenditure, to ensure that they operate in an administratively efficient manner.

Yours faithfully,

L. C. MORGAN,

President,  
States Advisory and Finance Committee.

The States are asked to decide:—

Whether, after consideration of the Report dated the 7th June, 2001, of the States Education Council, they are of opinion:—

1. To approve the dry rot and maintenance works identified at Vauvert Primary School as set out in that report, at a total cost, including building and decorating works, project management, contingencies and a provision for possible further works, not exceeding £250,000, subject to the approval of the States Advisory and Finance Committee for any expenditure exceeding £190,288.
2. To authorise the States Education Council to accept the tender in the sum of £161,193 submitted by Herridges Limited for the carrying out of the above works.
3. To authorise the States Education Council to appoint Incus Management Limited to oversee and project manage the above works.
4. To vote the States Education Council a credit of £250,000 to cover the cost of the above, which sum shall be taken from that Council's allocation for capital expenditure.

DE V. G. CAREY  
Bailiff and President of the States

The Royal Court House,  
Guernsey.  
The 22nd June, 2001.

IN THE STATES OF THE ISLAND OF GUERNSEY

ON THE 27TH DAY OF JUNE, 2001

The States resolved as follows concerning Billet d'Etat No. XIV  
dated 22nd June, 2001

**STATES EDUCATION COUNCIL**

**DRY ROT AND MAINTENANCE REPAIRS AT  
VAUVERT PRIMARY SCHOOL**

After consideration of the Report dated the 7th June, 2001, of the States Education Council:-

1. To approve the dry rot and maintenance works identified at Vauvert Primary School as set out in that report, at a total cost, including building and decorating works, project management, contingencies and a provision for possible further works, not exceeding £250,000, subject to the approval of the States Advisory and Finance Committee for any expenditure exceeding £190,288.
2. To authorise the States Education Council to accept the tender in the sum of £161,193 submitted by Herridges Limited for the carrying out of the above works.
3. To authorise the States Education Council to appoint Incus Management Limited to oversee and project manage the above works.
4. To vote the States Education Council a credit of £250,000 to cover the cost of the above, which sum shall be taken from that Council's allocation for capital expenditure.

**D.R. DOREY,  
HER MAJESTY'S DEPUTY GREFFIER.**