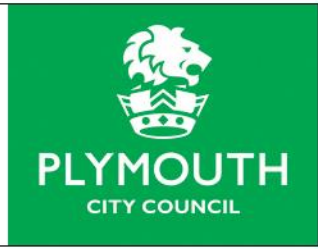


CONTRACT AWARD REPORT

XXXX – Plymouth Bereavement Centre



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I. INTRODUCTION

This contract award report is in relation to the extension of a contract for Project Management Services for the Bereavement Infrastructure Project.

Plymouth City Council has acquired a 17 acre sloping greenfield site to the east of Plymouth, off Merafield Road for the construction of a bespoke crematorium, housing two large ceremony spaces, modern office facilities and brand new equipment for the behind the scenes crematorium operation. This procurement is to manage the contract for construction of a new, purpose-built, two chapel crematorium with associated facilities on a new site within the city, to provide an enhanced offer to customers and accommodate the number of modern cremators required to meet current and predicted future demand.

2. BACKGROUND

Plymouth's existing Crematoria which are located at Efford and Weston Mill are beyond their life expectancy. New cremators require added abatement technology to meet the Governments emissions requirements, these will not fit in the existing buildings. An extension is not possible in either location due to proximity of graves to the building. In addition Weston Mill only has 15 years of burial space available and Efford has even less. Both facilities are over 100 years old and do not provide the people of Plymouth with the type of facility that meets modern requirements.

Therefore, a new crematorium facility is proposed at Hays Road, Plymouth located within the City boundary next door to Drake Memorial Park which will transfer to the Council in 2050. Work has been ongoing for the last 3 years to design the new facility, purchase the land, procure the cremator provider, consult with the public and gain planning approval for this new scheme.

A budget of over £21m has been approved in the Capital Programme for the project and we are about to start the main construction works on site. A formal contract has been entered into appointing Kier Construction as the main contractor. A number of enabling works to get on to the site have recently been completed. The new facility is expected to be fully complete by April 2024.

Ward Williams Associates have been providing Project Management support to the Bereavement project since November 2020 originally to cover at short notice the internal PCC Project Manager who went off sick. The appointment remained place with the intention of completing construction in March 2022, the original completion date. The programme has been prolonged due to the need to undertake a value engineering exercise due the Covid pandemic and the rapid increase in construction costs following lockdown. This puts the delivery of the Project at risk for the Council as the scheme is commencing on site (with a proposed 14 month build period).

The role of Project Management remains critical to the success of this high profile project for the City. The Main Contractor has been appointed under NEC Contracts that if not administered correctly could have significant financial implications, this is a £29.4m scheme with a main contract sum of £21m. With the start on site underway there is no time to tender and allow enough time for a new Project Manager to get up to speed on such a large scheme. Having no Project Manager the scheme would stall, PCC would incur delays as a result of not providing information/action in a timely manner in accordance with the NEC contract and the delivery date would likely move from April 2024.

Any movement of the date increases the risk of the existing cremators at Weston Mill and Efford failing (they are now well past the end of life) and in a worst case scenario us having to send bodies to other crematoriums outside of the City which would have a significant reputational impact on the Council as well as cost.

Because of the size and complexity of the scheme, it has been established that no one within PCC has the capacity or knowledge to deliver this scheme. Ward Williams Associates LLP are a local consultancy who have progressed the scheme well, despite being brought in at short notice. They have established a knowledge of the project over the previous 2 years. They have the relevant training and skills to oversee the scheme.

3. PROCUREMENT PROCESS

The NHS SBS Framework offers a direct award to a consultant without the need to undertake a tender process for Project Management. Ward Williams Associates have already proven that they have a track record for delivery established during their current contract.

In addition, framework rates were compared to the other consultancies list under lot 2 of the framework and the rate is comparable. The framework itself offers value for money as the rates are set by parameters which the consultants must fit.

4. FINANCIAL IMPLICATIONS

The breakdown of the proposal is as follows:

Nick Anderson – Associate Partner to be appointed as Project Manager on a rate of £85 per hour.

With the following days agreed working 7.5 hours a day:

As per schedule issued May 2022 see below.

RIBA 4 - June to September 22, 3.75 days per week

RIBA 5 – October 22 to April 24, 3.75 days per week

RIBA 6 – May 24 to April 25, 26 weeks @0.5 days

Total: £176,892.50

5. RECOMMENDATIONS

It is recommended to award an NEC4 – Professional Services Contract (including relevant X clauses) to Ward Williams Associates LLP through the NHS SBS Framework for a contract sum of £176,892.50.

6. APPROVAL

AUTHOR:

Signature: *Sandra Pentney*

Print Name: Sandra Pentney

Date: 24/10/2022