

<b>Cabinet Meeting</b>	
<b>Meeting Date</b>	22 April 2020
<b>Report Title</b>	Minster Leas Modular Toilet Contract Award
<b>Cabinet Member</b>	Cllr Tim Valentine, Cabinet Member for Environment
<b>SMT Lead</b>	Martyn Cassell, Head of Commissioning, Environment and Leisure
<b>Head of Service</b>	Martyn Cassell, Head of Commissioning, Environment and Leisure
<b>Lead Officer</b>	Jay Jenkins, Leisure & Technical Services Manager
<b>Key Decision</b>	Yes
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	<ol style="list-style-type: none"><li>1. Agree on location A.</li><li>2. To award contract to construct the modular toilet block to Company A.</li></ol>

## **1 Purpose of Report and Executive Summary**

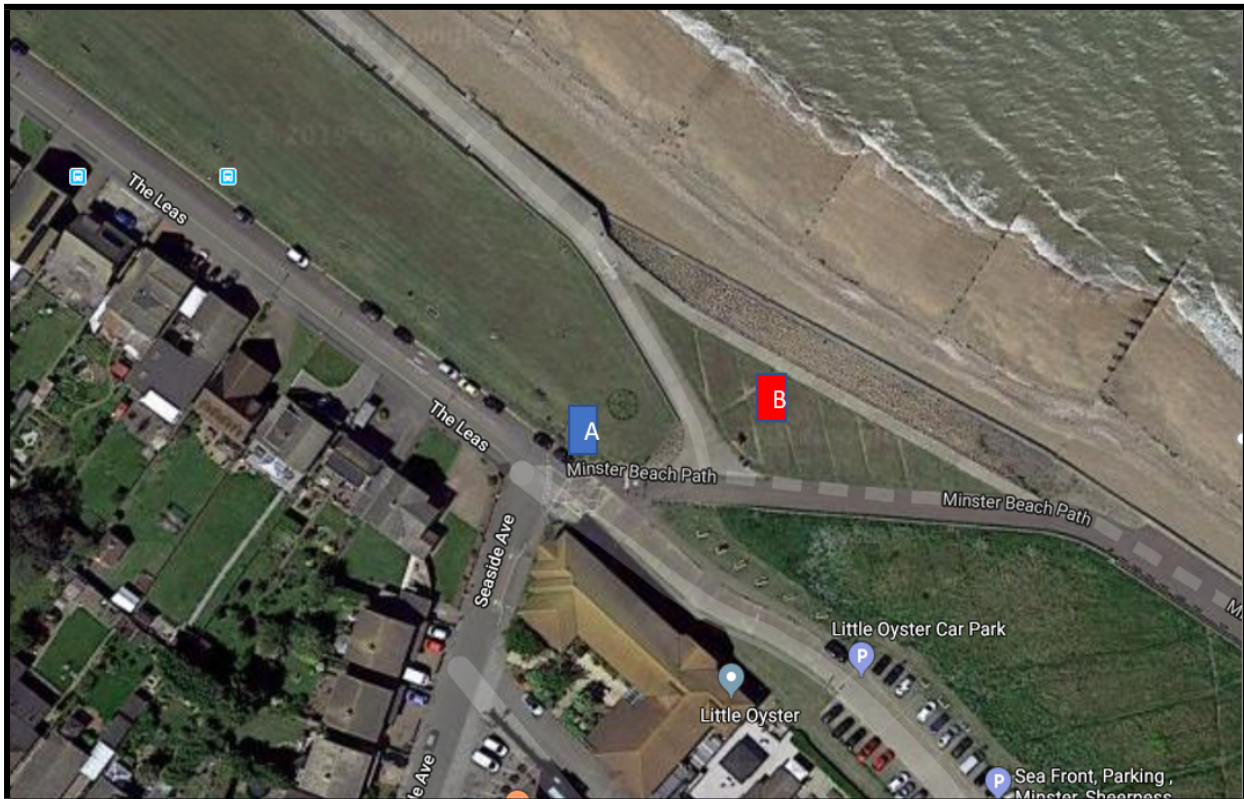
- 1.1 The purpose of this report is to inform SMT/Cabinet of the outcome of the recently undertaken tender process for the Minster Leas Modular Toilet Block.

## **2 Background**

- 2.1 Minster Leas is a popular location for locals and visitors alike.
- 2.2 The nearest public toilet facility is located half a mile away, adjacent to the White House restaurant on the Broadway. The existing facilities consists of a male and female toilet with a separate disabled facility all of which would benefit from a refurbishment and will be included in the Administration's future refurbishment programme.
- 2.3 Informal feedback from residents, local Ward Councillors and the Parish Council has suggested that the area would benefit from a further facility at the Seaside Avenue end.
- 2.4 Five possible locations were investigated. Each option has a range of considerations with varying impact on the visual amenity and in the practical operation of such a facility.
- 2.5 Three of the options (at the lower part of the promenade) would likely result in higher installation and ongoing maintenance costs and require the use of macerator pumps and a receptor tank due to being below the level of the

sewerage pipes in the road. There is a danger of these failing and creating environmental issues on the promenade.

- 2.6 The locations at the upper part of the slope could impact on the visual amenity and look imposing. Overlooking buildings may be impacted if the building entrances were faced in certain directions
- 2.7 Having considered the varying impacts of all five options, two were agreed for tendering purposes and can be seen on the map below.



### 3 Tender Returns

- 3.1 A specification was prepared asking companies to price up both locations and to present the type of unit they could provide (see appendix 2 for examples). The specification required companies to provide a turn-key solution including all utility connections. We specified three individual cubicles (two for unisex usage and one that met all required disabled access requirements).
- 3.2 Tenders were evaluated using the Councils 'Most economically advantageous tender (MEAT) criteria. This considers the price (60%) and quality (40%) of submissions. Option A and B were evaluated separately, and the Council can choose which option it prefers.
- 3.3 A total of five tender returns have been received ranging from £92,819 (lowest priced Option A) to £299,604 (highest priced Option B).

3.4 One tender was rejected at evaluation stage as result of failing to provide mandatory information.

3.5 A full breakdown of costings for both options is in the tables below.

### Option A

Company	Tender Price (£)	Tender Price Score	Quality score	Overall score
A	98,575	52.04	37.00	89.04
B	92,819	55.26	31.33	86.59
C	148,812	34.47	37.33	71.80
D	85,491	60.00	10.67	70.67
E	185,574	27.64	n/a	n/a

### Option B

Company	Tender Price	Tender Price Score	Quality score	Overall score
B	92,819	60.00	31.33	91.33
C	243,837	22.84	37.33	60.17
D	94,721	58.80	10.67	69.47
E	299,604	18.59	n/a	n/a

3.6 The pricing for both options is very varied and possibly indicates that some have conducted site visits and others not. There are risks associated with this as officers believe there are clear technical differences between the construction elements of the two options, along with the added element of on-going maintenance requirements to prevent environmental issues of failed plant equipment.

3.7 One company submitted a tender for Option A only as they believe Option B to be untenable following a site visit. However, all other companies submitted a price for both options.

3.8 One tenderer has submitted the same price for both options. This is being clarified with the company based on the above.

3.9 The negatives of the visual amenity should option A be chosen have been considered through the aesthetic design of the building cladding and the addition

of a green sedum roof. The doorways will be positioned facing the sea and therefore local buildings will not be overlooking.

## 4 Proposal

- 4.1 Whilst the pros and cons above are evenly balanced, based on technical evaluation by officers we would support a proposal to award the contract to Company A at Location A.

## 5 Implications

Issue	Implications
Corporate Plan	This issue will fall under public realm as the toilets will be important community assets. The project is part of the Coalition's priority on improving the public realm and facilities available to residents.
Financial, Resource and Property	<p>The project will be funded via the Council's capital programme. £80,000 from Capital Receipts and £30,000 from Reserves (£110,000).</p> <p>On-going maintenance will be required and delivered via proactive maintenance schedules. These have been estimated at approx. £2k per annum for Option A and £3.5k per annum for Option B.</p> <p>In addition, the ongoing opening, closing and cleaning costs would be £4.7k per annum for both options. This is based on the assumption that the facility would be open all year round 7am until 7pm as per other facilities in the Borough. The revenue budget for 2020-21 has factored in these costs.</p>
Legal, Statutory and Procurement	Tendering of the required works has been undertaken via a JCT MWD Minor Work Building Contract with contractor's design 2016.
Crime and Disorder	The remote location of the toilets could provide an opportunity for vandalism. The upper location proposed would reduce the chance of this.
Environment and Sustainability	A Grey water flushing system has been included which will save approx. 420 litres of water per day. In excess of 150,000 litres per annum. The Sedum roof will help to offset Carbon emissions.
Health and Wellbeing	One of the key drivers of the project is to provide a much-needed public facility for all users of the seafront. Providing good quality facilities helps to improve people's well-being and will encourage more to use the seafront for healthy activities such as running, dog-walking, swimming and the outdoor gym equipment along the promenade.
Risk Management and Health and	Project will be undertaken in accordance to CDM Regulations and regular monitoring will be undertaken by Officers and the Special

Safety	Projects Surveyor.
Equality and Diversity	Specification will meet disability and access requirements. Any repairs or refurbishment will be undertaken according to the relevant guidelines/legislation.
Privacy and Data Protection	n/a

## 6 Appendices

6.1 The following documents are to be published with this report and form part of the report:

- Appendix I: Conceptual Toilet Block Images