

Performance and Resources Committee Meeting

Date of Meeting	Monday 13 March 2017
Paper Title	Additional Capital Maintenance Funding Progress Reports
Agenda Item	5
Paper Number	PRC5-B
Responsible Officer	Robin Ashton, GCRB Executive Director Glasgow Kelvin College: Hardies (Annex A) Glasgow Clyde College: Mott MacDonald (Annex B)
Status	Disclosable
Action	For Noting

1. Report Purpose

- 1.1. Consider the progress reports for the additional capital maintenance funded projects at Glasgow Kelvin College and Glasgow Clyde College.

2. Recommendations

- 2.1. The Board is invited to **note** and the progress reports for the additional capital maintenance funded projects at Glasgow Kelvin College and Glasgow Clyde College.

3. Background

- 3.1. On 30 September 2016 the Scottish Funding Council announced additional capital funding for colleges to support the upgrade and maintenance of college estates and to provide an economic stimulus to Scotland's economy. Following submission of capital maintenance proposals by the three Glasgow colleges, the Performance and Resources Committee made recommendations on the allocation of this funding which were agreed by the full Board of the GCRB at its meeting on the 31 October 2016.

4. Summary Updates on Project Delivery

- 4.1 The tables overleaf set out an overview of current progress for the additional capital projects funded by the GCRB Board.

Glasgow Clyde College

Project Description:	Initial Estimate of Project costs:	Updated Forecast Project costs:
Cardonald Tower Block, Toilet Facilities, Business Centre	£750,000	£947,450
Cardonald Campus Roof Replacement - Phase 2	£200,000	£183,431
Langside Mary Stuart Building - Toilet Facilities	£130,000	£119,686
Project Management & Other Professional Fees	£64,142	£125,186
Total:	£1,144,142	£1,375,753

4.2 In order to ensure best value the Cardonald Toilets and Business Centre Refurbishment works have been consolidated into a single project. Tender submissions were higher than previously estimated. However Glasgow Clyde College plans to cover the funding gap for these projects from other funding sources.

4.3 Almost all projects are due to complete by March 31, 2017, although timescales are extremely tight. The Cardonald Campus Toilet Refurbishment works are contracted to be complete by 24 March 2017, but the works programme currently show a completion of 8 April and there is a risk that works will not be completed until mid-April 2017. However, the Project Manager has stated that focused effort could potentially bring the project back in line to an end of March completion.

Glasgow Kelvin College

Project Description:	Initial Estimate of Project costs:	Updated Forecast Project costs:
West End Campus Roof/Window Repair/Replacement	£360,000	TBC*
Easterhouse Roof Repair	£350,000	TBC*
Springburn Wall Ties	£65,000	£77,035
Springburn blockwork	£55,000	£55,000
Easterhouse Access Ramp/ Drainage	£70,000	TBC
Easterhouse Subsidence Investigation	£80,000	£20,000
Project Management	£58,203	£58,203
Total:	£1,038,203	TBC*

*updated figures expected to be reported at 13 March meeting.

4.4 The Kelvin works Project Manager reports that overall, strong progress has been made and it is anticipated that, with the exception of the West Campus Project, most of the projects can be managed within the allocated funding in total and, subject to weather conditions, are expected to be practically complete by 31 March 2017. Both Planning and Listed Building Consent have been approved (03/03/2017) for the West end campus works which will allow the main works to be awarded and a site start to be undertaken.

4.5 With respect the West-end campus work, the SFC have confirmed that as long as a contract has been agreed and funds fully committed by end of March (rather than fully spent), this will meet SFC requirements for the use of this allocation and that this arrangement will not affect next year's allocation to the Glasgow college region.

4.6 At the previous meeting of the Committee, members asked for further clarification regarding the level of project management fees within the overall budgets of the two college workplans. The two colleges' project management fees vary in % terms due to the differing nature of the projects. This is due to the varying degrees of complexity of the related works and the level of scoping and design work required. In addition some scoping and design works for some projects had already been carried out and, as such, were previously funded from other sources. Members should note that both colleges undertook competitive tender exercises when appointing their respective Project Managers to ensure that value for money was achieved and that public sector procurement regulations were followed.

4.7 The full project reports for Glasgow Kelvin College and Glasgow Clyde College are attached as annexes to this report.

5. Risk Analysis

5.1 It has been requested that progress reports highlight any risks to the projects and actions being taken to mitigate these.

6. Legal Implications

6.1. No legal implications are identified.

7. Financial Implications

7.1. It has been requested that progress reports include information on project costs.

8. Regional Outcome Agreement Implications

8.1. The provision of high quality learning environments is integral to the delivery of commitments made in the 2016/17 Glasgow Regional Outcome Agreement.

Glasgow Clyde College
Glasgow Colleges Regional Board
Additional Capital Funding
Project Manager's Monitoring Report

February 2017

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Issue and revision record

Revision	Date	Originator	Checker	Approver	Description
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Executive Summary

The status of the projects is as follows:

Cardonald Campus Re-Roofing

The project has been awarded to a contractor and works have commenced on site. Project completion is set at 31 March 2017, with the works currently on programme. There are no current issues. The project budget has been identified as £215,824.00 of which £167,994.00 has been expended to date.

Principal risks relate to the progress of the works on site during the winter months.

Cardonald Campus Toilet Refurbishment

The project has been awarded to a contractor and works have commenced on site. Project completion is set as 24 March 2017. The project is currently two weeks behind programme. The project budget has been identified as £1,018,883.00 of which £436,777.00 has been expended to date. This budget incorporates the Business Centre project.

The project timescales are extremely tight and the principal risks relate to the volume of work set against the completion date. The project is currently estimated to be complete by 8 April 2017, however there is the risk that works will not be completed until mid-April 2017.

Cardonald Campus Business Centre Refurbishment

The project is being contractually linked to the toilet refurbishment and the risks are generally in line with that project. The project is currently to the revised programme of 31 March 2017.

Langside Campus Toilet Refurbishment

The project is complete and handed back to the college on 24 February 2017.

Spend Profile

Construction costs, fees and VAT

Projects totals	- £1,375,752.00
Project spend to date	- £731,305.00

John Hetherington
For Mott MacDonald

Project - Cardonald Campus Re-Roofing

The status of the project is as reviewed on site as at 28 February 2017.

1.0 Design

The design and details of the project are complete.

2.0 Procurement

Tendering exercise is complete and the project has been awarded to Hugh LS McConnell Ltd.

3.0 Approvals

There are no statutory approvals for Building Control or Planning permission for the works.

With regards to Health and Safety Compliance, the F10 has been updated and issued to the HSE.

4.0 Programme

The master-programme has been issued to Glasgow Clyde College. The programme is currently on programme.

The site commencement date was delayed by one week due to high winds preventing safe construction of site access. The contractor has issued a programme incorporating this delay to activities however still achieving the completion date of the end of March.

The works are contracted to be complete by 31 March 2017. Current activities on site would indicate this was achievable.

5.0 Finance

The project budget is as follows;

Construction tender	- £152,859.00
Stage 1 professional fees	- £18,710.00
Stage 2 professional fees	- £8,285.00
VAT	- £35,970.00
Total	- £215,824.00

The above costs include a Client contingency within the construction tender of £10,000.00 plus VAT. This contingency has been released through Contract Administrator's instructions.

There have been two interim valuation certificates issued amounting to a gross payment of £113,000.00. Total spend to date including fees and VAT is £167,994.00

6.0 Works Progress

The works are progressing in line with the current construction programme.

7.0 Risks

The principal risks to the project are

- The completion date, due to the nature of the works progress being weather related, over the winter months. This risk has to date been minimal.

Project - Cardonald Campus Toilet Refurbishment

The status of the project is further to a review on site on 28 February 2017 and the reported project progress as issued by the Contractor on 24 February.

1.0 Design

The design and details of the project are complete.

2.0 Procurement

Tendering exercise is complete and the project has been awarded to Elmwood Projects Ltd.

3.0 Approvals

There are no statutory approvals for Building Control or Planning permission for the works.

With regards to Health and Safety Compliance, the F10 has been issued to the HSE.

4.0 Programme

The master-programme has been issued to Glasgow Clyde College.

The previous key gateway was the completion of phase 2 of the project on 24 February 2017, as a yardstick on planned achievements. This was not achieved and is currently indicated as 18 March.

The works are contracted to be complete by 24 March 2017, however programme currently shows a completion of 8 April.

5.0 Finance

The project budget for this project and the Business Centre works is as follows;

Construction tender	- £779,542.00
Client contingency	- £10,000.00
Professional fees	- £59,527.00
VAT	- £69,814.00
Total	- £1,018,883.00

The above costs include a Client contingency of £10,000.00 plus VAT. This contingency has been partially released through Contract Administrator's instructions.

There have been two interim valuation certificates issued amounting to a gross payment of £350,056.08. Total spend to date including fees and VAT is £436,777.00.

6.0 Works Progress

The works are being reported as being behind programme by two weeks, with a revised completion date of 8 April 2017. From our site inspection of progress and manner of undertaking the works, and the current spend profile, we would consider that the completion date would be towards the mid-April-17. We have discussed this with the college and believe that progress is being reviewed by the project team with a view of increasing resource and productivity. Focused effort could bring the project back in line to an end of March completion if applied.

7.0 Risks

The principal risks to the project remain as previous;

- The master-programme is extremely tight. The volume of work set against the contract period is challenging.
- Careful consideration is required to the consideration of the phasing of the works. There requires a fine balance between minimising the disruption to the College and allowing access to the Contractor to allow a robust and steady flow of construction activities. Phasing is in place, however the college will require to monitor to ensure acceptable levels of disruption.
- Specified doors to the toilets have been identified as a longer lead in time for delivery. The programme will accommodate these works being carried out of sequence however this will have a knock on effect to the end date.
- Attention will be required to agree any variations with financial implications as they occur, as there is the risk that monies are in abeyance at the end of the works which cannot be sanctioned before the end of March 2017.

Project - Cardonald Campus Business Centre Works

The status of the project is further to a review on site on 28 February and recorded progress from the consultant on 24 February 2017.

1.0 Design

The design and details of the project are complete.

2.0 Procurement

The procurement process follows that of the Cardonald Toilet Refurbishment, with both projects incorporated in the one tender.

3.0 Approvals

The status of approvals is in line with the above.

4.0 Programme

The master-programme has been issued to Glasgow Clyde College. The programme is currently on track.

5.0 Finance

The tender works costs and joint spend are outlined in the toilet refurbishment project.

6.0 Works Progress

The works have been on site for four weeks and are currently to the revised programme of 31 March 2017.

7.0 Risks

The principal risks to the project are:

- The master-programme is extremely tight. The volume of work set against the contract period is challenging.
- Attention will be required to agree any variations with financial implications as they occur, as there is the risk that monies are in abeyance at the end of the works which cannot be sanctioned before the end of March 2017.

Project - Langside Campus Toilet Refurbishment

The status of the project is further to a review on site on 27 February 2017.

1.0 Completion

The project is confirmed as being completed and handed back to the College on 24 February 2017.

2.0 Quality

The project has been delivered to the expected contractual quality. Pending information on Health and Safety files to be closed out.

3.0 Finance

The project budget is as follows;

Construction tender	- £99,738.00
Professional fees	- £6,000.00
VAT	- £21,147.00
Total	- £126,885.00

The above costs include a Client contingency within the construction tender of £8,000.00 plus VAT. This contingency has been partially released through Contract Administrator's instructions.

There has been one interim valuation certificate issued amounting to a gross payment of £96,605.62. Total costs to date including fees and VAT is £115,926.00.

Project Spend Profile

Construction costs, fees and VAT

Project	Budget	Invoiced
Cardonald Campus Re-Roofing	£215,824.00	£167,994.00
Cardonald Campus Toilets and BC	£1,018,883.00	£436,777.00
Langside Campus Toilets	£126,885.00	£115,926.00
PM Monitoring	£14,160.00	£10,608.00
Total	£1,375,752.00	£731,305.00

Status Report-various projects, Glasgow Kelvin College

Glasgow Kelvin College-West End Campus

The brief for the two number properties is to make both wind and water tight as water has been ingressing the properties for years. The properties are traditional brick built buildings and red sandstone construction, both have slated pitched roofs. The properties are two and three storey high in height. The project is concentrating on the main building currently as funds have dictated this requirement. Additional funding may be required as works are opened up/progressed.

The following list of actions have already been implemented and are underway:-

- Initial site visit with College Estates Team
- RFI for site drawings and specifications, also title deeds etc
- Instruction to specialist surveyor to establish wet/dry rot observed on site
- Checks to establish listing of main building and site
- Site inspections of roof to main building and adjacent building to establish scope of works
- Instruct survey for asset purposes
- Instruct structural engineer to look at structural rot issues
- Carry out desk top survey of works previously carried out to buildings
- Appoint Architect to start drawings for existing buildings
- Carry out site measurement survey
- Appoint CDM-Principal Designer to the Project
- Create scope of service for all design team members
- Initial look at delivery of program of works and MS Project Program
- Appoint QS to the project teams to establish tandem project delivery
- Prepare specification and drawings works
- Make application for planning permission
- Make application for listed building consents
- Prepare specifications and inspect areas of onsite building elements
- Issue tender for safety works
- Tender appointment for safety works 13/02/2017 – currently onsite.
- Tender out - main works 03/02/2017
- Tender return - main works 09/03/2017
- Appointment w/c 13/03/2017
- Possible advanced order on slating and leadworks
- Drainage tender - out 26/01/2017
- Drainage tender - return 03/02/2017
- Appoint drainage contractor w/c 03/02/2017
- Window schedule complete with application for planning submitted

Glasgow Kelvin College-Easterhouse Campus

The brief for this site was to look at flooding issues to the underground habitable areas and establish why and where water ingress was being observed. Also the internal pumping chamber state of condition and associated disconnecting manholes. Look at the single storey building to the rear and establish why settlement/movement is taking place and provide report. Look at water ingress from plantroom and associated areas, roof leaks and failed flashing details and plant penetrations, ramps and steps to front of College and investigate and report on a problem with land drainage to the front left of the campus building.

The following list of actions have already been implemented and are underway:-

- Initial site visit with College Estates Team to look at roofs, ramps, steps, carpark drainage, internal flooding and drainage issues, subsidence of single rear extension
- RFI for site drawings and specifications, also title deeds etc
- Instruct Structural Engineer to survey site ramp and steps, also, single rear extension movement etc
- Instruct Civil Engineer to take site levels of ramp and stepped areas to Bridge and College Buildings
- Start desk top survey of information received for ramp and stepped areas, building construction, drainage both internal and external, roofs and details associated with roof leaks, possible causes for building movement etc
- Look at lux levels of lighting to front of College and Bridge Buildings
- Start flooding issue survey to front carpark area of College
- Start survey for water leakage from internal pumping chambers with College also, establish leaks from plantrooms
- Liaise with on-site Estates Teams for investigations of H+S files and information available for existing buildings
- Carry out roof surveys and take cores to establish moisture content of fabric roof make up and construction, also, detailing issues of adjacent flashings and plant
- Appoint Architect to prepare site drawings
- Appoint both Civil and Structural Engineers to the Project
- Appoint CDM Principal Designer to the project – F10 notification issued.
- Create scope of service for all design team members
- Initial look at delivery of program of works and MS Project Program
- Appoint QS to the project teams to establish tandem project delivery
- Look at title deed drawings and establish site delineations
- Look at access routing and College and Bridge access routes for designing works packages
- Established tender for 2 Nr project roofing and ramps
- Carry out topographical survey of site/ramps and drainage
- Carry out survey of internal drainage and external drainage on site
- Prepare and issue tender for roofing works – out 27/01/2017
- Tender return – roofing works 03/02/2017
- Prepare tender - ramps 03/02/2017

- Tender return - ramps 06/03/2017
- 2 Nr tender reports Roof/Ramp
- Appoint Contractor w/c 17/02/2017
- Report for subsidence works nearing completion

All works are dependent on weather as all materials are weather dependent.

Glasgow Kelvin College-Springburn Campus

- All works complete.

Summary

Overall, strong progress has been made and it is anticipated that, with the exception of the West Campus Project, most of the projects can be managed within the allocated funding in total and, subject to weather conditions, are expected to be practically complete by 31 March 2017.

Both Planning and Listed Building Consent have been approved (03/03/2017), and earlier than anticipated – which will allow the main works to be awarded and a site start to be undertaken.

The table below provides updated cost estimates, these will be revised further as soon as contracts are returned and works complete:

Project	Current Status 03/03/2017	Original Budget	Revised Budget	Expected Completion	Comments
Springburn Blockwork	Complete	£55,000	£55,000	Complete	
Springburn Wall Ties	Complete	£65,000	£77,035	Complete	The project required the replacement of specialist acoustic panels which were more expensive than anticipated
Easterhouse Roof Repair	Design complete, works out to tender	£350,000	TBC	April 2017	Site start 6 th March, with a 6 week works programme.
Easterhouse Drainage and access Ramp	Design complete, works out to tender	£70,000	TBC	March 2017	Budget for all Easterhouse projects adequate in total, split to be confirmed in early March
Easterhouse Subsidence Investigations	Cause of subsidence identified	£80,000	£20,000	March 2017	Cause now identified, work underway to identify solution and prepare tender for repair works potentially to commence in June

Project	Current Status 03/03/2017	Original Budget	Revised Budget	Expected Completion	Comments
					2017.
West End Campus	As detailed, consents applied for and specification being prepared	£360,000	TBC	June 2017	This project will cost more than budget with balance to be funded by College. It is anticipated that the main contractor will be on site in March and materials will be purchased in March.
Project Management / contingency		£58,203	£58,203	June 2017	Project Management costs will be largely spent by end March as costs are front loaded into design and procurement phase
Total		£1,038,203	£1,038,203		

In respect of the overall budget, the overspend on the wall ties will be offset by the reduced cost of the Easterhouse subsidence investigations. The Easterhouse projects are currently out for tender and, it is estimated, that there may be some savings on the roof works which will offset by the anticipated cost of the drainage and associated internal redecoration works being slightly higher than originally budgeted. The total budget for the Easterhouse projects was £500k, it is currently anticipated that these projects can be completed within that budget. The completion dates are subject to weather conditions for pouring of concrete and roof insulation works.

In respect of West Campus, it is anticipated that there will be a main contractor on site by the end of March. Permission has been requested to carry forward £200k of the budget into April/May. To repair the property appropriately and meet the conditions relating to the listed building consent, it is likely that the total cost will be greater than £360k, the College will supplement the above budget from other sources to ensure that the property is repaired properly.

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