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The Renovation and Extension Project is now moving ahead at a pace. All funding is in place, we have appointed a Project Manager and we are moving forward with the Tender process for the building contractor.

Funding

We have recently heard that we have been awarded grants of £10,000 each from The Bernard Sunley Foundation and The Garfield Weston Foundation. That means we have now raised a total of £94,900 from grants. Local fundraising by our villagers amounts to a further £10,000. We also have approval to borrow up to £280,000 as a Public Works Loan. All totalled – we have £384,900 available to us to finance the project.

At the PWL consultation last year we had a detailed quotation indicating that the project would cost around £356,000 including VAT. This figure includes a contingency amount of 10%. We believe that costs may have increased by 5% because of Covid which would take us to a possible total of £374,000 again including VAT and contingency. Obviously we won't know the final figure until the tender process is complete but we are confident that we have the funding to complete the project.

Project Manager/Contract Administrator Role

Four companies were shortlisted to undertake these duties and all were provided with the same Tender Document describing in detail the role we wanted them to carry out. They were asked to provide a fee proposal for that role.

All four responses were reviewed in detail by the Trustees, against a pre-agreed set of selection criteria. The preferred candidate selected from that process was Normandy House (Steve Ratcliffe – a village resident).

This preference together with the score sheet was subsequently presented to the Parish Councillors in advance of a Parish Council Extraordinary General Meeting that was held on 13 November 2020. At the EGM the appointment was discussed and ratified unanimously.

Next Steps and Timescales

Together with Steve Ratcliffe, we are finalising our specification and putting together the Tender pack so that it will be ready to send out to potential building contractors by early

December.

Notification of the project has now been published on the Government Procurement portal and can be found at Contracts Finder notice reference

URL:<https://www.contractsfinder.service.gov.uk/Notice/69669009-c67f-4220-94b6-da22202273d7>

By the middle of January we should have received a number of compliant tenders for the project and, following a detailed analysis of these, we will be in a position to appoint a building contractor who will start work by middle of March. We estimate that the project will take around 6 months to completion.

We feel very positive about the current status of the project and hope you agree - again we very much appreciate the village support received.

Thank you

Shipton Reading Room Trustees