

Diana, Princess of Wales, Memorial Gardens

Project Update

11/10/17

Overview

Construction began on the 19th June 2017 and was scheduled for completion on the 14th September 2017. The Contract sum for the works was £94,579.36.

The predicted completion date is now 31st January 2018 (subject to weather conditions*). The amended timetable is attached separately.

The predicted construction costs, including some cost savings and some extra costs, presently stands at £96,836.93 (at present, there is just one item to be added to this).

Three main reasons for the amended completion date: delay in ordering the granite copings; amendments to blue brick planter corners; change in bench style and addition of an engraved timeline to the circular bench.

*Weather conditions – resin bound gravel needs dry weather above 5 degrees centigrade if it is to be laid successfully.

Roles and responsibilities

Client: SDDC

Health and Safety: OPEX HSE Services

Landscape Architect / Contract Administrator: Urban Green Ltd

Principal Contractor: Willy Albans and Sons Ltd

See appendix 1 for more detail

Reasons for the delay (Please also see the original plan of the site- attached separately)

Granite coping stones - change in approach – The contractor originally intended to order the granite coping stones (that sit on top of the raised blue brick planters) two weeks before they were to start on site so that the granite would arrive on site at the right time for installation (about 8 weeks after it was ordered).

However, the contractor decided not to do this and started on site without having ordered the granite. Instead deciding to construct the planters first and then make an exact template for the shape that the granite coping stones needed to be. The contractor didn't manage to construct the planters in accordance with the plan, so this method did avoid the problem of the granite coping stones arriving and not fitting to the dimensions of the wall below.

The contractor also requested that the granite coping stones be wider, to provide a bigger overhang and more generous tolerance (as granite coping stones may differ very slightly in the manufacturing process).

At the same time, SDDC rejected the blue brick planter corner details that had been constructed poorly and requested 'special' bricks for the corners (more details below).

Also in relation to the blue brick planters, the contractor was unable to construct the tips of the planters due to them coming to a too finer point. An alternative solution was discussed and this was finally agreed, along with the corner 'special' bricks above, on the 4th August.

From this point (4th august) onwards, the contractor had all the information required to progress with the granite order. Templates were made out of plywood and then sent to the granite manufacturer (Hardscape), Hardscape then made plastic templates based on the timber ones and then sent these to site to be placed on the planters to check that they fitted exactly. A few amendments were made to the plastic templates and then these were sent back to Hardscape. This is the stage we are at now. I have checked today, and at this present time, the granite copings have not been ordered yet, although the order is expected to go in very soon.

Blue bricks

As described above, SDDC rejected some poor workmanship on the corners of the blue brick planters and suggested blue brick 'specials' be used instead. In addition to this, the contractor was unable to construct the tips of the planters that came to a fine point and worked with SDDC and the landscape architect on an alternative curved tip. It was specifically the resolution of this curved tip that impacted on the granite dimensions, and consequently the granite order. The blue brick issues were resolved on site on the 4th August (meeting minutes available) and after this point the contractors had the information that they needed to make a template for the granite copings that sat on the tips of the planters.

The contractor, from the 4th August onwards, struggled to get information out of the blue brick manufacturer and supplier and find suitable products and get quotes. As a consequence of this, the blue bricks were not ordered until the first week of October.

There is a 6-12 week lead in time for the blue bricks.

Benches

A private funder came forward through Frank with the request of dedicating a bench or two to a past Chairman and Councillor – Cllr Roy Nut, who also dedicated the gardens alongside Princess Anne in 1981.

The private funder offered a donation towards the benches and requested that a plaque be placed on each of the two benches, relating to Roy Nut. The private funder also had a preference for a different style of bench and this amendment was made to the schedule of works.

The idea of a timeline was also discussed and it was agreed that Roy Nutt could be added to this, too, with a donation towards the costs of engraving this timeline in to the circular timber seat around the tree.

In an e-mail dated 21st July, the bench supplier confirmed that the order was being authorised for production. In an e-mail dated 26th July, the landscape architect confirmed that the contractor had stated that the order was with Woodscape and in production. From this point onwards, it was assumed that the bench order was in place and sorted – albeit a little later than originally planned – although not late enough to affect the final completion date of the project (given that the granite order had not been placed at this time).

However, the contractor had not ordered the benches. They were unnecessarily waiting for the final wording of the plaques and timeline – despite the bench manufacturer saying that this information could be provided after the order was placed. We understand that the benches have now been ordered. There is a 6-8 week lead in time for the benches.

Financial implications

In summary, the extra costs since the start of the works in June presently reach a total of **£10,137.40** See breakdown below.

There have also been items that have been omitted or reduced, these presently stand at **£7,879.83**

The increase is therefore **£2,257.57**

This means that the original contract sum of £94,579.36 has now increased to **£96,836.93****

The total SDDC budget for the project presently stands at **£106,855.93**.

** the only remaining extra cost known at this point in time is that we are awaiting a price to mount the existing two plaques on to granite plinths positioned inside the raised beds – they were previously going to be attached with resin to the low blue brick planter walls, but there is now not sufficient height due to levels being different than expected.

Omitted /reduced items	Saving made
Undertake tree protection measures (not done)	684.4
General site strip (only 60% paid as only 60% done)	719.2
Mini amphitheatre mounds (now removed)	590
resin gravel around tree removed	837.6
cultivating / preparing for turf (now no turf)	578.55
wildflower turf (non of this now)	1212.8
lay grass/turf as specification(no turf now – seed instead)	2559.15
gravel adjacent to leisure centre(change of product)	277.68
painting of handrail(one rail instead of two)	245
didn't drill hole for electrics(was done by SDDC)	175.45
Omitted items/cost savings total	7879.83

Increased costs	Extra costs
Remove handrail	50
extra for Stratford benches (requested by private funder)	1669.2
wording on circular bench(not priced in previously)	440.68
extra sleepers and work at junction with existing steps	1026.4
extra cable for christmas lights	225
2 courses of extra bricks for planter(due to levels being different than expected)	992.5
supply cemi circle blue brick specials	607.5
supply corner blue brick specials	1087.12
remove old and lay new blue brick specials on corners (no charge)	0
extra type 1 supply and lay(more needed than originally costed for)	520
extra clean stone supply and lay (more needed than costed for)	400
extra corduroy paving at top of steps (was not there previously)	96
lay corduroy paving	40
supply topsoil (poor existing topsoil couldn't be re-used as planned)	470
prep soil sow grass seed	650
additional resin around planter (more needed than priced for)	53
labour to plant bulbs (not included originally)	150
extra mulch (around tree)	160
Prelims for extended contract	1500
Extra costs total	10137.4

PR options / actions with respect to the new completion date

Update letters to immediate neighbours to be sent out (original letters went out before construction began).

Update e-mail to ward members

Update to SDDC staff?

Appendix 1 – Roles and responsibilities

Roles and Responsibilities



Role	Organisation	Responsibilities
Client	South Derbyshire District Council	<p>Client: Make suitable arrangements for managing a project, including making sure:</p> <ul style="list-style-type: none"> - other duty holders are appointed as appropriate - sufficient time and resources are allocated <p>Make sure relevant information is prepared and provided to other duty holders and the principal designer, the principal contractor carry out their duties and that welfare facilities are provided</p> <p>Designer: Organisations or individuals who as part of a business, prepare or modify designs for a building, product or system relating to construction work.</p>
Principal Designer	OPEX HSE Services	<p>Principal Designer: Plan, manage, monitor and coordinate health and safety in the pre-construction phase of a project. This includes:</p> <ul style="list-style-type: none"> - Identifying, eliminating or controlling foreseeable risks - Ensuring designers carry out their duties <p>Prepare and provide relevant information to other duty holders.</p> <p>Liaise with the principal contractor to help in the planning, management, monitoring and coordination of the construction phase.</p>
Landscape Architect/ Contract Administrator	Urban Green Ltd	<p>Designer: Organisations or individuals who as part of a business, prepare or modify designs for a building, product or system relating to construction work. The designer's main duty is to eliminate, reduce or control foreseeable risks that may arise during construction work, or in the use and maintenance of the building once built. Designers work under the control of a principal designer on projects with more than one contractor.</p> <p>Contract Administrator: Preparing or modifying designs, drawings, specifications, bills of quantity or design calculations. Invite and award tenders, Prepare contract documentation, administer change control, seek instructions from the client, instruct variations, consider claims, chair construction progress meetings, prepare and issue construction progress reports, ensure project documentation is issued to the client, Issue certificates of practical completion, making good defects, extension of time and final certificate.</p>
Principal Contractor	Willy Albans and Sons Ltd	<p>Principal contractors: Contractors appointed by the client to coordinate the construction phase of a project where it involves more than one contractor. Main duties are to Plan, manage, monitor and coordinate health and safety in the construction phase of a project. This includes:</p> <ul style="list-style-type: none"> - liaising with the client and principal designer - preparing the construction phase plan - organising cooperation between contractors and coordinating their work <p>Make sure:</p> <ul style="list-style-type: none"> - suitable site inductions are provided - reasonable steps are taken to prevent unauthorised access - workers are consulted and engaged in securing their health and safety - welfare facilities are provided <p>Designer: Organisations or individuals who as part of a business, prepare or modify designs for a building, product or system relating to construction work.</p>