

Meeting of the Strategy Group to discuss the appointment of Architect, Structural Engineer and Principal Designer for the Gardiner Memorial Hall Refurbishment Project.

Meeting date – Wednesday 16th September 2020 at 9 am on Zoom

Present: Robin Dyos (Chair), Joan Lonsdale, Paul Webb and Hazel Williams. Also present Helen McMenamin-Smith and Geraldine Tate, Yvonne Rix (Clerk)

Robin Dyos explained that all construction projects of this nature require a Design Team. The Design Team has to include the Project Manager, Architect, Quantity Surveyor, Structural Engineer, Mechanical and Electrical Engineers and a Principal Designer (covers the health and safety aspect of the pre-construction stage).

Robin Dyos, Paul Webb and Hazel Williams met with Martin Lindus (Saunders Boston Architects) and recommend to the Strategy Group that he is appointed as Architect for the project at a cost of £19,750 plus VAT.

They also recommend to the Strategy Group that Andrew Firebrace Partnership is appointed as Structural Engineer and Principal Designer at a cost of £6745.00 plus VAT.

A vote was taken with a unanimous agreement that Martin Lindus and Andrew Firebrace are appointed.

Several surveys need to be carried out promptly to move the project forward and Varsity Consultants (Project Manager and Quantity Surveyor) have been asked to arrange these. Rigour Surveys will carry out a measured survey of the site and building and will also carry out the topography survey. These two surveys will cost £1,815 plus VAT.

To give some indication of the design and construction stages for the project, the Clerk will forward the Gant Chart drawn up by Varsity Consultants. This will of course be subject to change.

Helen McMenamin-Smith reminded the Group of the intention to include making access to the property from the road safer.

Full Council meeting of 8th September 2020 – Approval to allow Strategy Group to make decisions on behalf of the Full Council regarding the Gardiner Memorial Hall Refurbishment Project.

Architect – Martin Lindus Saunders Boston Architects

Project Manager – Alastair Bliss Varsity Consultancy

Quantity Surveyor – Tom Francis Varsity Consultancy

Structural Engineer – Andrew Firebrace Partnership

Principal Designer (Health and Safety Pre Construction) – Andrew Firebrace Partnership

Mechanical and Electrical Engineers/Consultants – Sharman Grimwade