

Brixham Town Council

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Title:	Town Hall Quotes		
To:	Town Hall Sub Committee	Date:	15.06.18
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Purpose of Report

A consider various quotes received for work required around the Town Hall.

Fire Risk Assessment

A Fire Risk Assessment has not been completed since 2016. Fire Master have been asked to provide a quote and a proposed date for when they can carry out the assessment.

The quote includes:

to undertaking a fire risk assessment for the purpose of satisfying Article 9 (1) of The Fire Safety Order 2005 of Brixham Town Hall; to include Scala Hall, BDC offices and shop, working hub, Torbay room, function room, New Road entrance and protected stairways, council offices and external areas.

Full written reports of significant findings and ancillary documentation.

Providing reasonable follow up advice for a period of 12 months thereafter via telephone and / or email.

The cost is £1,265 plus VAT.

Annual boiler servicing and legionella

The annual maintenance contract for boiler servicing and legionella is due for renewal. The Council currently employ Wemco and have done since the Council became responsible for employing its own contractors. Below are quote comparisons for consideration.

Contractor	Description	Cost
WEMCo	Servicing of plant, equipment & water hygiene monitoring	£1,297.07
Torbay Heating Brothwell Irvine	Carry out Legionella Testing on items throughout building including cold stored water tank in loft area	£680.70
	Annual boiler servicing	£830.00
	Combined Total	£1,510.70
Stronghold	Initial Legionella Survey of building Supply of Legionella file for building Annual inspection, chlorination and disinfection of cold water storage tank Annual gas safety certificate and service per boilers	£1,562.00

Recommendations

It is recommended that the contract with Wemco is renewed.

Asbestos Inspection

The asbestos inspection for the Town Hall is due. In order to support the museum, quotes have been received for both the Town Hall and the Museum buildings with the anticipation that a company carrying out two surveys on the same day would be advantageous for the Town Council and the Museum. These prices below are based on the Museum accepting their share of the quote.

Contractor	Description	Cost
Barron Asbestos Surveys	Town Hall	£1,100
	Brixham Museum	£900
Easy EPC	Town Hall	£570
	Brixham Museum	£470
REC *	Town Hall	£865

* Unable to provide a quote on the museum due to needing a site visit to ascertain size of building. On an approximate quote, they advised it would be in the region of £565.

Recommendation

It is recommended that the Town Council employ the services of Easy EPC to carry out an asbestos survey report.

Custom Mats

The current provider has increased their charges and this report is to consider different options for the delivery of non-slip mats around the Town Hall.

Service / Product	Number of Units	Service Frequency	Cost	Total Cost per annum
Initial				
Option 1: Same service every week				
115 x 180 cm *	5	Weekly	£276	£1,380
85 x 150 cm	2	Weekly	£233	£466
		Total per annum		£1,846.00
		Total per month		£153.83
Option 2: Summer / Winter Service				
115 x 180 cm *	5	Weekly in summer and Bi weekly in winter	£230	£1,150.00
85 x 150 cm	2		£193	£386.00
		Total per annum		£1,536.00
		Total per month		£128.00
Johnsons Apparelmaster				
One option: Same service every week				
115 x 180 cm *	5		£269.88	£1,349.40
85 x 150 cm	2		£244.40	£488.80
		Total per annum		£1,838.20
		Total per month		£153.18
Alternative Option: Purchase customised mats and carpet cleaner outright.				
		Workplace Depot	Mats 4 U	Entrance Mats
115 x 180cm *	5	£914.95	£934.95	£1,400.45
85 x 150cm	2	£139.98	£109.98	£391.30
Total		£1,054.93	£1,044.93	£1,791.75

* Number of mats includes one customised for BDC.

		A and D Supplies	Click Cleaning
Numatic CT370	1	£348.22	£212.55
Or			
Numatic CYD570	1		£566.80

Details of the cleaners can be found in appendix one.

Based on the best values above, the comparable quote is as follows:

Initial	Johnsons Apparelmaster	Alternative Option
£1,846.00	£1,838.20	£1,611.73

The above is based on a like for like basis. It is noted that the most competitive option is to purchase the mats outright. However, many of the mats are too large for their intended purposes and it is recommended that the following mat sizes are purchased.

Alternative Option: Purchase customised mats and carpet cleaner outright.				
		Workplace Depot	Mats 4 U	Entrance Mats
115 x 180cm *	2	£365.98	£373.98	£560.18
85 x 150cm	4	£511.96	£463.96	£782.60
85 x 60cm	3	£209.97	£164.97	£276.09
Total cost of mats		£1,087.91	£1,002.91	£1,618.87

* Number of mats includes one customised for BDC.

Recommendation

Mats 4 U	£1,022.91
Numatic CYD570	£566.80
Total Cost in First Year	£1,569.71
Current Contractor Charge	£1,838.20
Saving in first year	£268.49

This is a cost saving of £268.49 in the first year compared to the current contractor with further savings in years 2 onwards. It is anticipated that the mats will last for a minimum of 3 years.

Please note: In addition to the above costs there will be ongoing costs for carpet cleaning materials.

One additional benefit is that the Council will a carpet cleaner ensuring that the existing carpets can be cleaned and maintained.

Electric Fly Killer

Following an Environmental Health inspection for the Café of the Pannier Market, it has been recommended that an Electronic Fly Killer is installed in the Scala Hall kitchen.

The Pannier Market have asked if the Town Council will purchase and install one.

The cost of an electronic Fly Killer are as follows.

Hygiene Supplies	Amazon
Xterminate Commercial Electric Fly Killer Zapper 16w	Easyzap Commercial Fly Killer 16w
£29.99	£31.19

It would not be normal practice for the Council to purchase items for a business within the Town Hall. However, the Council is advertising this space as a kitchen and it is therefore recommended to purchase the fly killer from Hygiene Supplies.

Appendix one

Details for Numatic CT370

The Numatic CT370 cleaner is the smallest of the Numatic cleantech carpet extractor range, weighing 8.8kgs. It combines powered liquid supply and superb wet pick-up and is also good at hard floor surface cleaning and carpet extraction.

It incorporates a 1200 watt twinflow motor with a 40 litres/second airflow and fluid quick release connector. Other features include the "tank within a tank" design to maximise compactness.

It has a dry tank capacity of 15 litres and a **wet capacity of 9 litres**.

Includes A40A Accessory Kit:

- 32mm stainless steel extension tube
- 4m Cleantec extraction hose (32mm)
- 32mm stainless steel extraction trigger bend tube
- 32mm stainless steel lower nozzle extraction tube
- 27mm fishtail extraction nozzle (32mm)
- 100mm upholstery extraction nozzle (32mm)
- Cleantec trigger valve and spray tube

Details for Numatic CYD570

The Numatic CTD570 cleaner is apparently the most popular choice of extraction cleaner with professionals and contractors. It is designed to be sturdy, and its structofoam construction can handle a lot of bashing.

The CTD570 features two twinflo motors for 2120-watts of power. Other features include a powerflo pump and quick-connect liquid system. The "tank within a tank" system has a dry capacity of 23 litres, **wet of 15 litres** and an extraction capacity of 10 litres.

Includes A41A Accessory Kit:

- 32mm stainless steel extension tubes
- 4m Cleantec extraction hose (32mm)
- 100mm upholstery extraction nozzle (32mm)
- 32mm stainless steel extraction trigger bend tube
- 32mm stainless steel lower nozzle extraction tube
- Cleantec trigger valve and spray tube
- 275mm aluminium extraction nozzle (32mm)