



3 February 2016

Question 1

When contractors were appointed to carry out the refurbishment to the St Peters Parish Rectory, was the specification detailed in the letter 30/11/15, a conventional specification or a guide to assist contractors and details work to be undertaken.

Answer 1

It was a specification based on the Church of England "Parsonages- a design Guide" to assist contractors to price and give detail of works to be undertaken.

Question 2

Employing several contractors, I assume would require individual specifications, prices and description of works to be undertaken, please confirm

Answer 2

Yes, individual specifications were provided.

Question 3

Detail prices submitted by individual contractors

Answer 3

Prices received from plumbing, electrical, carpentry/ building and tiling contractors ranged from:

Plumbing: £5815 to £11370

Electrics: £2400 to £5263

Carpentry/Building: £10300 to £15330

Tiling: £2880 to £3200

Question 4

Were contractors subjected to competitive tendering?

Answer 4

All contractors invited to tender were supplied with drawings and given details of the works required and invited on site. Contractors were requested to give a breakdown of costs where possible.

The remainder of work was undertaken either by contractors specialized in their work, Parish approved contractors or contractors able to complete the works in the time span required.

For smaller items such as chimney sweeping, skip hire, no tender was required.

Question 5

Did contractors submit documentation when claiming for extra payments, i.e. invoices, photographs, timesheets and details of extra work undertaken?

Answer 5

Yes, documentation was submitted.

Question 6

Who was responsible for appointing contractors?

Answer 6

The Connétable

Question 7

Did the Procureur du Bien Public and the Parish Accountant check and approve the £20,000 overspend? If not who did?

Answer 7

Yes, the works were approved by the Procureur du Bien Public, however not by the Parish accountant.

Please note that as the refurbishment was undertaken, it became evident that additional work was necessary to meet the required standards and it was desirable to carry out this work whilst the rectory was unoccupied.