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**MINUTE PAPER**  
**No. MOW&T/B97A/82** ✓

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**PROPOSED RENOVATIONS TO POLICE RESIDENCE - POLICE HEAD-  
QUARTERS - EAST STREET NORTH - NASSAU, BAHAMAS**

1. As per subject at caption, find attached the following documents for review and purpose:-
  - Estimates from Telco Enterprises Limited
  - Priced scope of works as agreed between Telco Enterprises Limited and this Ministry Technical Team for two (2) options of works.
  - Memorandum on subject matter to the Office of The Prime Minister.
2. As previously communicated (verbally) the Prime Minister communicated that a scope of works be prepared for the mentioned project above; and during a Cabinet Meeting in late May 2010, the Prime Minister directed that the scope of works be prepared and priced for only one (1) floor level of a two (2) story building.
3. After the scope of works documents were sent to the Office of The Prime Minister on 7<sup>th</sup> June 2010 a few days later a Memorandum was received from the Permanent Secretary in the Office of the Prime Minister directing further on complete scope of works.
4. On 8<sup>th</sup> June 2010 the undersigned received a cell phone telephone call from the Prime Minister on subject matter, directing further that this Ministry engage the Building Construction Services of Telco Enterprises who's proprietor is Mr. Floyd Wilmott, in negotiating a contract for the works as the time line for occupancy of the user was very tight (end of July 2010); and competitive

Tendering time line would not achieve a desirous completion time for user occupancy needs.

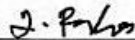
5. On 11<sup>th</sup> June 2010 The Prime Minister during a telephone conversation directed further that scope of works for the entire building (Both ground and First Floors) be scoped and priced and present a complete construction costing for review and further directive.
6. On Saturday 12<sup>th</sup> June 2010, the undersigned along with Senior Electrical Engineer Mr. Summerville and Quantity Surveyor Mr. John Williams met on site with a representative of Telco Enterprises and reviewed the first floor residence for preparation of Mechanical and Electrical scope of works.
7. First floor Mechanical and Electrical Drawings inclusive of written scope of works were received from M&E Section during week ending 18<sup>th</sup> June 2010.
8. On 2<sup>st</sup> June and 22<sup>nd</sup> June 2010, negotiations with Telco Enterprises were concluded with the following results:-
 

<ul style="list-style-type: none"> <li>• Scope of works for building renovations with inclusion of push up single hung Colonial windows</li> </ul>	-	\$292,923.62 (not including 10% contingency sum)
<ul style="list-style-type: none"> <li>• Scope of works for building renovation With exclusion of single hung push up Windows and instead inclusion of impact Glass hurricane windows</li> </ul>	-	\$315,293.22 (not including 10% contingency sum)
9. It is recommended that favourable consideration be given to approving a scope of works to include for impact glass hurricane windows as they are durable windows with long lasting life.
10. It is recommended that approval be granted to send attached Memorandum to the Office of The Prime Minister for further review and directive on construction costing and pending contract approval.

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11. Due to the tight time line for the user occupancy needs, coupled with the need to obtaining project approval it is suggested that the processes of Tender Report and Cabinet approval of same be actioned expeditiously.

Grateful for assisting in above matter.



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Livingston Forbes  
CHIEF ARCHITECT

23<sup>rd</sup> June 2010