

Mr Gerry Millar,
Director of Property & Projects,
Belfast City Council,
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Adelaide Exchange,
24-26 Adelaide Street,
Belfast
BT2 8GD

11 October 2012

Dear Gerry

Girdwood Community Hub and Associated Infrastructure Site Works

I am referring this letter to you as the Director of the Girdwood Community Hub Project.

I met with Donal Rogan, Sam Graham, Michael Stanley and Gary McCandless from DFP CPD on Wednesday 10 October 2pm in your offices to discuss some of the procurement issues associated with this project.

In order to stick rigidly to the NI Executive Guidance on project procurement we have decided to engage DFP CPD at this stage of the project.

We appreciate that Belfast City Council have extended the brief within the works contract for the hub to include full designs of the associated infrastructure works for Girdwood. However this now causes the Department some procurement difficulties and therefore we would ask that Capita Symonds and Michael Whitley Architects should only take the site infrastructure works to the full planning consent stage. The detailed design stage after planning will be carried out by DFP CPD as they are very familiar with the Girdwood site and have previously carried out site investigation studies for DSD. The Department intends to appoint DFP CPD subject to necessary approvals very shortly.

The Department would ask Capita Symonds and Michael Whitley Architects to provide all documentation to allow the site to receive full planning permission. Some surveys have already been carried out i.e. site investigation works and contamination report which DFP will provide if not already provided.

I would appreciate if a cost quotation could be given to the Department so that I can progress the necessary financial approvals to allow this work to be carried out.



INVESTOR IN PEOPLE

The Department fully supports the top priority this project is being given and would wish to make sure all deadlines will be met in order that the community hub is delivered on time and to budget. An indicative construction programme will be delivered in the near future to give assurances that the procurement timelines will be honoured.

The use of DFP CPD's Measured Term Contract framework can be used to carry out advance enabling works will help to expedite matters. Of course I should point out that the Department will provide the budget for the access and services installation costs for the community hub subject to available funding, approval of the economic appraisal and obtaining full planning permission.

I trust this letter responds to the matters on which the Council requires clarification.

Yours sincerely,

Ronan Corrigan

DSD Girdwood Site Project Sponsor