

# **ST. CYRIL & METOD HEALTH CENTRE MUKUYUINI**

## **PHASE II PROJECT PROPOSAL**

### **ADDITIONAL INFORMATION**

#### **1.0 Contingency Amount**

The contingency amount is intended to cover any unforeseeable and incidental expenses during the construction period.

This amount is provisional and can be expended in whole or in part as directed and approved by the project Engineer.

In the revised proposal attached, the contingency amount has now been reduced to 10% of the cost, which is considered sufficient for this type of project.

#### **2.0 Project Management**

##### **2.1 Project Construction Committee**

- ◆ The Project Construction Committee will comprise of the following:
  - i) Four members of the Lions Club of Thika Kilimambogo, one of who is a qualified medical doctor,
  - ii) The Local Catholic Priest
  - iii) Two representatives of the Parish Committee
  - iv) Two representatives of the local community
- ◆ This committee will work in conjunction with the Project Consultants and will be responsible the procurement and the management of the construction contract from the inception to completion.
- ◆ The process will include the tendering / contract award at the pre-contract (tender) stage and the construction supervision / contract management at the post-contract (construction) stage.
- ◆ The construction works will be undertaken by a qualified Contractor selected through competitive tendering. During construction, the committee will prepare and send to all parties regular financial and construction works progress reports to keep them, and in particular the financiers, in the picture.

##### **2.2 The Health Centre Management Committee**

- ◆ It is proposed to form a Board of Trustees and a Management Committee that will be responsible for the operation and management of the proposed health facility when it is completed.
- ◆ The Lions Club of Thika Kilimambogo, in cooperation with the Lions District 122 (Czech-Slovak), and the local Catholic Church will remain as the official sponsors of the Health Center.

- ◆ **The Board of Trustees** will be the custodian of the facility responsible for all policy decisions and the general guidance of the Management Committee in the running, management and maintenance of the center. The Board will comprise of five members as follows:
  - 1) Lions Club of Thika Kilimambogo representative.
  - 2) Father In-charge of the Parish.
  - 3) Thika District Medical Officer of Health.
  - 4) District Officer (Provincial Administration).
  - 5) Local Community Leader.
  
- ◆ **The Management Committee** will be responsible for the day-to-day running, operation and general management of the health facility, including but not limited to staff matters, financial management, audit of accounts and general development. The committee will report to a Board of Trustees and will comprise of twelve members as follows
  - 1) 3 Members of the Lions Club of Thika Kilimambogo
  - 2) The Father In-charge and one representative of the Parish.
  - 3) 3 Members of the local Catholic Church.
  - 4) 1 Clinical Officer and 1 Sister-in-charge.
  - 5) 2 Members of the local community.

### **3.0 Project Ownership**

- ◆ The St. Mary's Catholic Church Mukuyu-ini will own the St. Cyril & Metod Health Center upon completion of construction. The Church falls under Mangu Catholic Parish which in turn falls under the Nairobi Archi-Diocese, which is headed by Cardinal John Njue.
  
- ◆ The operation and management of the Health Center will be under the Board of Trustees and the Management Committee in accordance with the arrangement discussed in Section 2.0 above.

### **4.0 Equipment and Running Cost**

- ◆ The estimated costs of equipment, furniture and other accessories; and the running / operation costs for the first year are as follows:

		<u><b>Kshs</b></u>	<u><b>Euros</b></u>
Ø Equipment, Furniture & Accessories	-	1,500,000	15,000
Ø Running / Operation Costs for 1 <sup>st</sup> Year	-	1,200,000	12,000

- ◆ The provision of these will be responsibility of the Club and the Management Committee as was the case with the first Phase