

Report to Cabinet
11 March 2020
Report of Head of neighbourhood housing services
Subject The award of contracts to re-roof Seaman and Markham Towers

Item

13

KEY DECISION

Purpose

To consider the award of contracts to renew two flat roofs at Seaman and Markham Towers.

Recommendation

To delegate authority to the director of people and neighbourhoods, in consultation with the deputy leader and portfolio holder for social housing, to award two contracts for the removal of existing flat roofs and the installation of new and fully insulated roof coverings to Seaman and Markham tower blocks.

Corporate and service priorities

The report helps to meet the corporate priority great neighbourhoods, housing and environment.

Financial implications

The costs arising from this decision will be met from the approved budget provision in the Housing Revenue Account (HRA) capital programme. The budget estimate for works in 2020/21 will be £180,000.

Ward/s: Mile Cross

Cabinet member: Councillor Harris - Deputy leader and social housing

Contact officers

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Report

Introduction

1. Due to the current condition of the main flat roof areas on both Seaman Tower & Markham Tower both flat roofs require renewal.
2. The work will include:
 - a. the stripping off and disposal of the existing flat roof coverings including the existing insulation
 - b. the installation of new tapered insulation to establish new falls to improve the existing surface water drainage disposal and to improve the thermal insulation to meet current building regulations
 - c. the application over the new insulation of a cold applied polyurethane liquid roof covering.
3. With a minimum 25-year warranty period for materials and labour the work is designed to improve the energy efficiency of Seaman and Markham towers. The benefit of the work will be less heating required as the insulation of a property is improved, thereby reducing energy requirements and tenant's energy bills.
4. The contract will assist the council's aim of reducing fuel poverty, increasing financial inclusion and becoming a net zero carbon city. Less heat will be lost through the roof, thereby reducing CO2 emissions.

Procurement Process

5. An open tender opportunity will be advertised on the council's e-procurement portal and contracts finder in March 2020.
6. Suppliers will be asked to submit details of their organisation in terms of finance, contractual matters, insurances, quality assurance, environmental standards, health and safety, equality and diversity credentials and previous experience in the relevant installations. These aspects will be evaluated to ensure that suppliers meet the council's basic requirements.
7. Suppliers will also be asked to submit details in the form of method statements proposing how they will meet the requirement to deliver the package of works and a price. These will be evaluated when it has been confirmed that the suppliers meet the council's basic requirements.
8. As NPS Norwich have not yet completed the full tender process and the estimated value is close to requiring a key decision, this report is being presented to cabinet with a recommendation to delegate the award of the contract to the director of people and neighbourhoods, in consultation with the deputy leader and portfolio holder for social housing.

Tender Evaluation

9. The selection process requires suppliers to complete a questionnaire. Responses are evaluated against pre-determined criteria. This quality assessment carries a maximum of 40% of the marks. The lowest price will be allocated 60% of the marks and marks deducted, pro-rata, with each increasing tender price. The supplier with the highest total score will be deemed the best value submission.
10. The procurement timetable does not allow time for tender submissions, evaluation and contract award in time for cabinet in March 2020. A delay in approving a successful contractor may result in a delay to programme delivery.

Recommendation

11. Delegated authority is requested to ensure the contract can be awarded in sufficient time to allow for a full years delivery programme.
12. The decision to award will be published as a key decision, therefore members will have the opportunity to review the decision prior to confirmation of the contract award.
13. The work will require leaseholder consultation.

Integrated impact assessment



NORWICH
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with the completion of the assessment can be found [here](#). Delete this row after completion

Report author to complete

Committee:	Cabinet
Committee date:	11 March 2020
Director / Head of service	Bob Cronk
Report subject:	The award of two separate contracts for the Tower Block roof renewals at Seaman Tower & Markham Tower for housing properties 2020-21
Date assessed:	19/02/2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This procurement process ensures the Council achieves the best value for money. In comparison to previous tender returns, it is competitively priced.
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reduce energy bills and fuel poverty for tenants. In lowering energy bills tenants have more money, some of which may be spent on the local economy. Through employment of local labour, the project assists in social economic benefits for the city and county.
Financial inclusion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	As above
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The project will contribute to reducing the council's overall carbon emissions and footprint.

	Impact			
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment
Positive
Reduced fuel bills therefore preventing fuel poverty, reduction in carbon emissions within the housing stock and for the city contributing to our overall reduction target.
Negative
Neutral
Issues