

Report to	Cabinet	Item 7
	15 January 2020	
Report of	Head of neighbourhood housing services	
Subject	To award a contract for replacement fire escape staircases in housing stock	

KEY DECISION

Purpose

To seek approval to award a contract for replacement fire escape staircases in housing stock.

Recommendation

To award the contract for fire escape stair replacement at Drayton and Colman Road (Ref: NRW/HSG/9925/G) to Bawburgh Installations Limited.

Corporate and service priorities

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

Financial implications

The financial consequences of this report is the award of the contract for structural repairs and improvements with a tendered costs of £234,837.82. This amount is included within the Housing Revenue Account financial forecasts and budgets for the financial year 2019/20.

Ward/s: Mile Cross and University

Cabinet member: Councillor Harris - Deputy leader and social housing

Contact officers

Lee Robson, head of neighbourhood housing 01603 212939

Neil Watts, major works and services manager, NPS 01603 227172

Background documents

None

Report

Introduction

1. The Council has a programme of structural repairs and improvements deemed necessary in order to ensure the housing stock remains in a good state of repair and tenants have quality homes to live in. The contract covered in this report forms a part of this programme of works.
2. A total of 24 flats will benefit from the repairs, situated in the Drayton Road and Colman Road Parade.
3. The scope of the contract includes replacement of the existing cast iron fire escape stairs with new black powder-coated steel stringers and handrails and glass reinforced polymer (GRP) stair treads to comply with current building regulations. The works will include any ancillary works such as the formation of new foundations and masonry repair. Where staircases have been identified to be retained localised repairs and improvements will be made.
4. These works will extend the life expectancy of the structural integrity of the fire escape staircase thus ensuring that there is a safe, compliant means of egress from the maisonettes in the event of a fire. The powder-coated finish and GRP treads will reduce any ongoing maintenance costs which are currently incurred due to the requirement of regular redecoration.

Procurement Process

5. The opportunities were advertised on the council's e-procurement portal and Contracts Finder on 6 November 2019.
6. Suppliers were 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, references and previous experience. These aspects were evaluated to ensure that suppliers met the Council's basic requirements.
7. At the same time, suppliers were asked to submit details in the form of method statements proposing how they would meet the requirement for the work package and the price that they would charge to carry out this work. These method statements were evaluated once it had been confirmed that the supplier had met the Council's basic requirements.

Tender evaluation

8. Two tenders were received and the supplier selection process required suppliers to complete a questionnaire. The responses given were evaluated against pre-determined criteria. This quality assessment carried a maximum of 40% of the marks. The lowest price was allocated 60% of the marks and the marks were deducted, pro-rata, with each increasing tender price.

9. The supplier with the highest cumulative score was deemed the best value submission. The results are shown below.

	Price	Price score	Quality score	Total score
Supplier 1.	£ 234,837.82	60	40	100.00
Supplier 2.	£ 321,763.97	37.79	31.67	69.46

10. The value of the award indicated is subject to a final clarification of evaluation costs from both suppliers to confirm if their final price includes a contingency cost as this was omitted from both responses. We are awaiting this information but this will not change the overall outcome. The quoted figures are the maximum potential prices.
11. The tender submitted by Bawburgh Installations Limited received the highest score and therefore represents the best value for money.
12. The contract is subject to leaseholder consultation.

Recommendation

13. It is recommended that the contract is awarded to Bawburgh Installations Limited

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:	15 January 2020
Director / Head of service	Lee Robson
Report subject:	To award a contract for replacement fire escape staircases in housing stock
Date assessed:	19 December 2019

	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"/>	Open tendering ensures that best value is achieved.
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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 checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The works will extend the life expectancy of the properties
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

	Impact			
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is a low risk that the appointed supplier could fail during the life of the contract. There is little risk to the council, as it is not investing in the supplier. The risk is one of service continuity rather than financial which is further mitigated by the fact that the contract is planned in nature.

Recommendations from impact assessment

Positive

The works on both projects will extend the serviceable life of the structures, reduce on-going maintenance costs, address inherent structural issues, bring fire escape stairways up to current Building Regulation standards and generally enhance the appearance of the sites as a whole.

Negative

Neutral

Issues