

Report to Cabinet
13th June 2012
Report of Deputy Chief Executive (Operations)
Subject Award of the contract for housing drain and sewer repairs

Item

19

KEY DECISION

Purpose

To advise cabinet of the tender process for the housing drain and sewer repairs contract and seek authority to award the contract.

Recommendation

To:

1. approve the award of a 2 year contract (with an option to extend for a further 2 year period) to UK Drainage Network Ltd (UKDN) for housing drain and sewer repairs; and
2. commit to spend up to £200k for 2012/13 through this contract from within existing Housing Capital Programme and Housing Revenue budget forecasts for drainage repairs.

Corporate and service priorities

The report helps to meet the corporate priority Decent housing for all and the service plan priority "To improve the councils housing stock through a programme of upgrades and maintenance".

Budget implications

The budget implications of this report are awarding a contract up to £200k for 2012/13 to be financed from existing budgets within the Housing Capital Programme and Housing Revenue Account.

Ward/s: All wards

Cabinet member: Councillor MacDonald – Housing

Contact officers: Chris Rayner, Head of Property Services 01603 213208

Background documents: None

Report

Background

1. The council requires a single supplier to provide below ground renovation and repair works to drain and sewer systems that serve Council owned properties.
2. A tender process for both work packages was commenced and tenders were received in February 2012.

Tender process

3. An open tendering process has been used. This is the most expedient competitive process and has been used in order to reach a conclusion within the limited timescale available.
4. On 13 February 2012 a contract notice was placed in "Contract Finder" (formally Supply2Gov) inviting tenders, with a tender return date of 5th March 2012.
5. Suppliers were asked to submit details of their company in terms of finance, contractual matters, technical and professional ability, insurances, quality assurance, environmental standards, equality and diversity policies, references and previous experience and these are to be evaluated to establish if the suppliers met council requirements to deliver the service.
6. Tender pricing schedules and the overall tender price was then evaluated for accuracy.

Tender evaluation

7. The supplier selection process required suppliers to complete a business quality questionnaire. The responses given will then be evaluated against pre-determined criteria. This is a suitable/not suitable evaluation and determines whether the tender submitted is compliant with the specification requirements.
8. The evaluation criteria are stated in the tender documents as lowest priced compliant tender, i.e. the lowest price that fully meets all the requirements of the specification.

Evaluation results

9. The lowest priced compliant tenders were submitted by UK Drainage Networks Ltd (UKDN). Notification has been given to UKDN that the council intends to award a contract to them subject to the approval of Cabinet. Unsuccessful suppliers have also been notified.
10. Subject to the approval of Cabinet, it is anticipated that the contracts will commence on 2nd July 2012.

Finance

11. The housing capital programme budget and the housing revenue account makes provision for the work included within this contract and the estimated costs that will be incurred within this contract is within existing forecasts.

Integrated impact assessment



NORWICH
City Council

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

Report author to complete

Committee:	Cabinet
Committee date:	13 th june 2012
Head of service:	Chris Rayner, Head of property services
Report subject:	Award of the contract for housing drain and sewer repairs
Date assessed:	17/05/2012
Description:	

	Impact			
Economic (please add an 'x' as appropriate)	None	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The award of this contract will provide better value for money over the life of the contract as rates are fixed for the contract duration with no annual uplift for inflation.
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)	None	Positive	Negative	Comments
Child Protection	<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)	None	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)	None	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	None	Positive	Negative	Comments

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

Recommendations from impact assessment	
Positive	
Negative	
No impact	
	There is no adverse impact as a result of the recommendation contained within this report
Issues	