

**Report to** Cabinet  
12 February 2020  
**Report of** Head of neighbourhood housing services  
**Subject** To award a contract for structural repairs at Chipperfield Road, Millers Lane and Pearcefield

**Item**

13

## **KEY DECISION**

### **Purpose**

To seek approval to award a contract for housing structural repairs at Chipperfield Road, Millers Lane and Pearcefield.

### **Recommendations**

To award the contract for housing structural repairs at Chipperfield Road, Millers Lane and Pearcefield to Bawburgh Installations Ltd for the sum of £215,205.47.

### **Corporate and service priorities**

The report helps to meet the corporate priority a healthy city with good housing

### **Financial implications**

The financial consequence of this report is the award of a contract for structural repairs and improvements with a tender cost of £215,205.47 the budget for which is included within the HRA Capital Programme for 2020/2021.

**Ward/s:** Multiple Wards

**Cabinet member:** Councillor Harris - Deputy Leader and social housing

### **Contact officers**

Lee Robson, Head of Neighbourhood Housing 01603 212939

Neil Watts, Manager Major Works and Services, NPS 01603 227172  
Norwich

### **Background documents**

None

# Report

## Introduction

1. The Council has a programme of structural repairs and improvements deemed necessary 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. A total of 16 flats will benefit from the repairs, situated in Chipperfield Road, Millers Lane and Pearcefield
2. The scope of the contract includes concrete repairs to stairs and access decks, deck membrane works, brickwork repairs. At Pearcefield and Millers Lane the original stairs have been removed and there are temporary stairs in place, these schemes will receive new steel stair cases.
3. The access decks and the original stairs at Chipperfield Road are made of reinforced concrete, which has deteriorated due to water penetration.
4. The deck membranes protect the concrete decks from water ingress significantly reducing the likelihood of further corrosion of the steel reinforcement and subsequent deterioration of the concrete.
5. These works will extend the life expectancy of the structural elements. The specialist systems come with warranties for materials and workmanship of 10 years for concrete repairs and 15 years for the waterproof anti-slip deck membrane systems.

## Procurement Process

6. The opportunity was advertised on the council's e-procurement portal and Contracts Finder on 2 December 2019 with 13 expressions of interest received.
7. 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.
8. 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

9. Tenders were received from three contractors.
10. The tender process required suppliers to answer quality questions covering five topics:
  - Logistics and Project delivery
  - Supply chain management

- Contract management, quality management and tenant liaison
- Temperature sensitive work
- Design and value engineering

11. The responses 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 marks were deducted, pro-rata, with each increasing tender price.

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

<b>Contractor</b>	<b>Price</b>	<b>Price score</b>	<b>Quality score</b>	<b>Total score</b>
Contractor 1	£215,205.47	50.67	40.00	90.67
Contractor 2	£186,240.42	60.00	28.67	88.67
Contractor 3	£284,969.13	28.67	29.67	57.86

13. The tender submitted by Bawburgh Installation Ltd received the highest combined score and therefore represents the best value for money.

14. These works are subject to 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

<b>Committee:</b>	Cabinet
<b>Committee date:</b>	12 February 2020
<b>Director / Head of service</b>	Lee Robson
<b>Report subject:</b>	Procurement of a housing structural repairs contract
<b>Date assessed:</b>	16 January 2020
<b>Description:</b>	Structural repairs to stairs and access walkways at Chipperfield Road, Millers Lane and Pearcefield

	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			
<b>Risk management</b>	<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	
<b>Positive</b>	
<b>Negative</b>	
<b>Neutral</b>	
<b>Issues</b>	