

Report to	Cabinet	Item
	13 September 2017	
Report of	Director of neighbourhoods	15
Subject	Award of a contract to replace staircases at Alderson Place and Finklegate	

KEY DECISION

Purpose

To consider the result of the recent procurement process for a contract to replace staircases and to place the orders.

Recommendation

Approve the award of the contract to replace staircases at Alderson Place and Finklegate to JB Specialist Refurbishments Ltd.

Corporate and service priorities

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

Financial implications

The financial consequences of this report are the award of a contract for structural repairs and improvements with a total tendered cost of £179,812.50 which is included within the Housing Revenue Account financial forecasts and budgets for this financial year (2017/18).

Ward/s: Mancroft

Cabinet member: Councillor Harris – deputy leader and social housing

Contact officers

Gary Atkins - director of property services, NPS Norwich 01603 227903

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NPS Norwich

Background documents

None

Report

Background

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. The scope of the contract includes concrete repairs to one set of stairs and the replacement of three sets of reinforced concrete stairs that are beyond repair, to be replaced with steelwork. The railings and balustrading will be replaced with new steel railings and there are also some brickwork repairs required.

Tender process

3. The contracts were advertised on the council's e-tendering portal and Contracts Finder.
4. 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 then evaluated to ensure that suppliers met the Council's basic requirements.
5. At the same time suppliers submitted 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.
6. The tender return date was 11 August 2017.

Tender evaluation

7. The tender 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 then deducted, pro-rata, with each increasing tender price.
8. Tenders were received from:

JB Specialist Refurbishments Ltd
Millane Contract Services Ltd
Thomas Sinden Ltd

The quality of two of the bids was excellent. The third bid did not contain any responses to the tender quality questions and was the highest price. This bid was considered non-compliant to the conditions of the tender. The highest scoring tender was submitted by JB Specialist Refurbishments Ltd for the tender sum of £179,812.50. It is recommended that the contract be awarded to JB Specialist Refurbishments Ltd.

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Cabinet
Committee date:	13 September 2017
Head of service:	Head of neighbourhood housing services
Report subject:	Award of contract for replacement staircases
Date assessed:	10 February 2017
Description:	Replacement of external concrete staircases and concrete repairs

	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"/>	The tender process ensures that the Council achieves the best value for money at that particular time.
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"/>	
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"/>	

	Impact			
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 contract will ensure the built environment is maintained and improved to a high standard.
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>1. There is a risk of challenge from an unsuccessful supplier. This risk is mitigated by the fact the value of contracts is below the thresholds in the Public Contracts Regulations. Also the tender has followed an open process with award criteria being based on the lowest compliant tender, but there is always a risk of challenge from unsuccessful suppliers.</p> <p>2. There is a risk that the appointed supplier could fail during the duration of the contracts. This is low risk due to the relatively short nature of the contracts and the planned nature of the works. In addition to this 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 the work is planned not responsive in nature.</p>

Recommendations from impact assessment
Positive
Value for money and the built environment.
Negative
Neutral

Issues