

Report to	Cabinet	Item
	18 December 2019	
Report of	Director of people and neighbourhoods	10
Subject	To award a contract extension for Structural and Civil Engineering Consultancy Services for Planned Works and Responsive Works	

KEY DECISION

Purpose

To seek approval to award a contract extension for Structural and Civil Engineering Consultancy Services for Planned Works and Responsive Works.

Recommendation

To award a contract extension for Structural and Civil Engineering Consultancy Services for Planned Works and Responsive Works to Conisbee Ltd for the period 01 August 2019 to 31 July 2021.

Corporate and service priorities

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

Financial implications

The financial consequences of this report are awarding a contract which will be for an additional two year term with an estimated total value of £400k (over the 2 year contract period) to be financed from budgets within the Housing Revenue Account.

The anticipated maximum spend per year is as follows:

Planned works £125,000

Responsive works £75,000

Ward/s: All Wards

Cabinet member: Councillor Harris - Deputy leader and social housing

Contact officers

Neil Watts, Major Works & Services Manager, NPS
Norwich Ltd

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Background documents

None

Report

1. Introduction

2. NPS Norwich provides services to the council including structural consultancy, preparation of specifications for structural repairs such as stair repair/replacement and concrete repair of blocks of flats as well as responding to urgent matters such as subsidence or issues identified during an upgrade.
3. This is an important element of maintaining the council housing stock in good condition.
4. At peak times there are insufficient resources within NPS Norwich to meet demand. This workload can be balanced by using external advice. This allows the council to optimise the NPS Norwich retained resource and supplement this with additional resource as and when required.
5. An initial two year contract was awarded following a report to cabinet of 12 July 2017.
6. This initial structural consultancy contract duration has expired but the tender award did have an option to extend the contract by an additional two years which is what is now requested.

Original Tender Process

7. The contract was advertised on the official journal of the European Union, OJEU, the council's e-tendering portal and Business Link/Contracts Finder.
8. 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.
9. At the same time supplier's submitted details in the form of answers to questions relating to how they would meet the requirement for the various work packages and the price that they would charge to carry out this work. These answers were evaluated once it has been confirmed that the suppliers have met the council's basic requirements.
10. Following the evaluation process, the contract was awarded to Consibee Ltd.
11. Since the initial tender award was awarded the contract has provided value for money and therefore it is considered advisable to continue with activating this contract extension.
12. Cabinet is therefore requested to approve a contract extension for Structural and Civil Engineering Consultancy Services for Planned Works and Responsive Works to Consibee Ltd for the period 1 August 2019 to 31 July 2021.

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:	18 December 2019
Director / Head of service	Bob Cronk
Report subject:	To award a contract extension – for Structural and Civil Engineering Consultancy Services for Planned Works and Responsive Works
Date assessed:	25 November 2019

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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"/>	Proactive management to ensure rental income maintained
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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Structural repairs ensure that dwellings remain safe to live in.

	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"/>	Structural repairs ensure that the built environment is kept in good condition.
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"/>	Structural repairs consultancy helps to mitigate the council's property liability.

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	