

CABINET
1 FEBRUARY 2018

ASBESTOS SURVEYING & REMOVAL 2018 - 2021

Cabinet Member: Cllr Ray Stanley
Responsible Officer: Andrew Pritchard, Director of Operations

Reason for Report: At the cabinet meeting of the 23 November 2017 it was decided to award Lot 1 and Lot 2, the Licensed and Unlicensed Asbestos Surveying and Removal Works, for the period 2018 – 2021, to supplier L and N. Contractor L has refused to accept the award of the contract. The contractor, who was awarded Lot 2, has accepted the award.

This report is to advise the Cabinet of the revised outcome of the tender for Lot 1, the Licensed Asbestos Surveying and Removal Works, for the period 2018 – 2021.

RECOMMENDATION: It is recommended that Cabinet award;

- Lot 1, Licensed Work, to **Supplier D** with a forecast annual budget of £100,000

Budget is pro-rata for year one.

The tender was run on the basis of 60% price and 40% Quality.

Contracted Works: The contract will be for works to remove asbestos associated with responsive repairs, disabled adaptations, void works and planned maintenance, whilst also providing a call off contract for other service areas of the Council.

| | | |
|---------|--------------------|--------------------------|
| Phase 1 | Start 5 March 2018 | Completion 31 March 2018 |
| Phase 2 | Start 1 April 2018 | Completion 31 March 2019 |
| Phase 3 | Start 1 April 2019 | Completion 31 March 2020 |
| Phase 4 | Start 1 April 2020 | Completion 31 March 2021 |

Relationship to Corporate Plan: To contribute towards meeting the Decent and Affordable Homes target and our legal obligations relating to Health and Safety, by making best use of the existing properties, managing asbestos and delivering value for Money.

Financial Implications: The budget for this contract is £100,000 per annum, with year one pro-rata at the tendered rates. The funding will come from the individual budgets to which the works apply. The contract will be administered on a call off basis, and the works required will be carried out as per the schedule of rate prices within the tender.

Legal Implications: We have a legal duty to maintain the Council's Housing Stock, meet the Decent Homes Standard and manage asbestos within our properties. The conditions of engagement are based on a JCT Minor Works Building Contract 2016, combined with the contractual requirements. This provides a robust framework for

managing and controlling the performance of the contractor to meet our legal obligations.

Risk Assessment: The principal risk is overspending against the annual budget as this is a call off contract driven by need. The performance of the contract will be monitored monthly and corrective action will be taken, as necessary, where performance falls below the following Key Performance Indicator:-

- Financial Performance,
- Customer satisfaction,
- Variations and extras,
- Managing Health and Safety,
- Delivery against programme.

1 Introduction

- 1.1 The term of this contract is for 3 years and 1 month, subject to funding; with the option to terminate the contract at the end of each year subject to performance.
- 1.2 Due to the nature and value of this procurement, the appropriate procedure was an open tender process. This means anyone who expressed an interest in the contract was invited to tender.
- 1.3 To ensure the quality of contractors, a number of minimum requirements were set out within the ITT. Any contractor failing to meet these would be disqualified.

2 Procurement Process

- 2.1 Expressions of interest were invited through notices in the “Supplying the Southwest” Procurement Portal published on the 31 July 2017.
- 2.2 Evaluation criteria set out in the ITT:

| | |
|---|------------|
| Quality | 40% |
| Ability to meet timescales for delivery | Pass/Fail |
| Management Structure and Method Statement | 30% |
| Delivery of timescales | 5% |
| Trade Association Membership | 5% |
| Price | 60% |

- 2.3 Responses were required by midday on 15th September 2017.
- 2.4 There were a total of 57 expressions of interest for Lot 1 and 2, of which 9 submitted their tenders on time for Lot 1, 18 opted out and 30 did not respond. Contractor L subsequently refused to accept the award. The supplier list is attached as Annex A to this report as a Part II document.
- 2.5 Evaluations were carried out between 18th and 30th September 2017 by representatives from Planned Maintenance and Procurement

2.6 The outcome of the evaluation is shown below

Lot 1 – Licensed Works

| Supplier | A | B | C | D | E | F | G | H | I |
|--------------|--------------|--------------|--------------|--------------|---|--------------|--------------|--------------|--------------|
| Quality | 19.50 | 23.50 | 28.00 | 22.00 | | 22.50 | 14.00 | 22.00 | 19.50 |
| Price | 36.00 | 34.06 | 53.04 | 60.00 | | 34.67 | 26.95 | 42.46 | 30.86 |
| TOTAL | 55.50 | 57.56 | 81.04 | 82.00 | | 57.17 | 40.95 | 64.46 | 50.36 |

Not all contractors submitted a tender for Lot 1, where this is the case gaps have been left in the evaluation scores above. The contractor who subsequently withdrew from the process has not been included here.

3 Conclusion

The outcome of the tender process for Lot 1 shows Supplier D as the successful bidder.

3.1 Approval is required from Cabinet for contract award.

3.2 Mobilisation will take 4 weeks and the soonest the contract could commence, pending approval, would be 5 March 2018.

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Circulation of the Report: Leadership Team, Cllr Stanley, Cabinet