

CABINET
16 JANUARY 2020

AGENDA ITEM: Replacement PVCU Double Glazed Unit / Entrance Doors 2020 – 2025, Award

Cabinet Member: Cllr Simon Clist
Responsible Officer: Andrew Pritchard, Director of Operations

Reason for Report: To advise Members on the results for the tendering of the Replacement PVCU Windows and Doors Programme 2020–2025 and confirm the award of the contract.

RECOMMENDATION: It is recommended Members agree that the new five-year (3+1+1) PVCU Windows and Doors Replacement Contract is awarded to Contractor 1 with a forecast annual cost £400,000.00. The contract has been awarded to the contractor with the highest combined price/quality score with 40% of the total score based on price and 60% on quality.

Contracted Works: The contract will deliver the supply and installation of replacement PVCU windows and doors to Mid Devon District Council housing stock.

Relationship to Corporate Plan: To contribute towards meeting the Decent and Affordable Homes target by making best use of the existing stock.

Financial Implications: The budget for the works is £400,000.00 per annum. Capital investment in the MDDC stock will result in a lower revenue cost in the coming years, which will enable the Repairs Service to operate more effectively and manage future maintenance costs.

Legal Implications: We have a legal duty to maintain the stock and meet the Decent Homes Standard. The conditions of engagement are based on a JCT Intermediate Building Contract with Contractors Design 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 failing to limit costs due to additional works and delivery of the programme. The performance of the contract shall be monitored monthly; corrective action will be taken where performance falls below Key Performance Indicator Targets. These include: 1) Customer satisfaction; 2) Variations and extras; 3) Delivery of programme; 4) Number of defects; 5) Availability of funding

1 Introduction

- 1.1 The term of this contract is 3 years with two possible 1 year extensions subject to budgets, performance and the approval of the Portfolio Holder for Housing.
- 1.2 The procurement procedure was a compliant mini competition award process via the LHC Framework Agreement WD1-U10 for Windows, Doorsets and Associated Products - PVC-U.

2 Framework Benefits

- 2.1 The LHC is a not-for-profit central purchasing body who develop OJEU-compliant frameworks in England, Scotland and Wales. Members currently include Registered Providers of Social Housing, Local Authorities, TMO's, ALMOs, Health Authorities, Police and Fire Services. The U10 workstream of the WD1 framework (PVC-U window and external doorset agreement) is the LHC's longest running framework.
- 2.2 Shared procurement expertise and resource.
- 2.3 Keep the flexibility and ownership of managing the contract and specification as you choose.
- 2.4 No requirement to tender via OJEU directly as the pre-tendered framework is already fully compliant.
- 2.5 The requirement has been advertised and capable suppliers have been identified through competitive procurement.
- 2.6 All suppliers have been fully assessed for their experience, technical and professional ability.

3 Procurement Process

- 3.1 The LHC Framework was tendered under 8 separate Regional Lots all assessed individually and include suppliers who have demonstrated the competence and experience to undertake the services and works within that Lot/region.
- 3.2 In total 29 suppliers submitted tenders from an initial field of 179 suppliers. Following the evaluation process 7 companies were appointed onto the framework to provide UPVC products.
- 3.3 A mini competition between 4 suppliers of the KX (South West) region was then carried out by the Procurement Service of Mid Devon District Council. To ensure quality of contractors, a number of minimum requirements were set out within the ITT. Any contractor failing to meet these would be disqualified.
- 3.4 Invitation to Tender documentation was distributed to the 4 suppliers on the 23rd September 2019.
- 3.5 Evaluation criteria set out in the ITT:

Quality	60%
Planning and Programming	20%
Resident Liaison	20%
Materials and workmanship	10%
Site Waste Management Plan	10%
Price	40%

- 3.6 Responses were required by midday on 2nd December 2019.
- 3.7 A total of 3 suppliers submitted their tenders on time, 1 opted out.
- 3.8 Evaluations were carried out during early December 2019, by representatives from Mid Devon District Council's Planned Maintenance and Procurement service.
- 3.9 The outcome of the evaluation is shown below:

CONTRACTOR	SCORE		TOTAL
	PRICE	QUALITY	
Contractor 1	40%	48%	88%
Contractor 2	38.05%	35%	73.05%
Contractor 3	30.56%	42%	72.56%

4 Conclusion

- 4.1 The outcome of the evaluation of the suppliers via the LHC Framework and our own Service Level Criteria shows Contractor 1 as the highest ranked supplier that could meet our specific needs.
- 4.2 Approval is required from Cabinet for contract award.
- 4.3 Following the decision, there will be a compulsory 10 day standstill period after which the contract will be awarded.
- 4.4 Mobilisation will take 1 month, but the contract will not commence until 1st April 2020.

Contact for more Information: Christopher Davey, Procurement Manager (01884) 234228 / cdavey@middevon.gov.uk

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

List of Background Papers: PART II - Confidential