

**AWARD OF REPLACEMENT ROOFING PROGRAMME 2023 - 2026**

**Cabinet Member:** Cllr Stuart Penny, Cabinet Member for Housing and Property Services  
**Responsible Officer:** Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing

**Reason for Report and Recommendations:** To advise Members on the results for the tendering of the Replacement Roofing Programme 2023 - 2026 and confirm the award of the contract.

**RECOMMENDATIONS:**

- 1. It is recommended that the new three year Replacement Roofing Contract be awarded to Contractor 1.**
- 2. Delegated authority be granted to the S151 Officer (in consultation with the Cabinet Member for Housing and Property Services) to complete the associated Replacement Roofing Contract.**

**Financial Implications:** The Housing Revenue Account (HRA) budget for the works is £600,000.00 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. Further information is provided in the report and as set out fully in Part II Annex A.

**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 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 also include: 1) Customer satisfaction; 2) Variations and extras; 3) Delivery of programme; 4) Number of defects; 5) Managing Health and Safety

**Equality Impact Assessment:** All staff have received Equality and Diversity awareness training. MDDC discuss equality and diversity at the progress meetings and encourage the contractor to carry out awareness training.

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

**Impact on Climate Change:** Investment of this nature in the MDDC stock will lower the amount of fossil fuels used to run and maintain the homes and reduce carbon emissions.

## 1.0 Introduction

- 1.1 Mid Devon Housing (MDH) has a requirement to maintain the stock and meet the statutory Decent Homes Standard. This contract will support this duty in enabling end of life and damaged roofs to be replaced on our stock as part of our rolling maintenance programmes (planned and reactive). It will also support decarbonisation with improved thermal efficiency and help us / tenants to manage cold and damp issues which may give rise to issues such as mould.
- 1.2 The tenders were done on a worst case scenario covering all relevant elements of roofing although in real terms we will not require these at each site but need to have each potential aspect priced. We anticipate that the actual spend will be within the annual budget £600k.
- 1.3 The term of this contract is three years with the option to terminate the contract at the end of each year subject to performance.
- 1.4 Due to the nature and value of this procurement, the appropriate procedure was an open tender process. This means that anyone who expressed an interest in the contract would be invited to tender
- 1.4 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.

## 2.0 Procurement Process

2.1 Expressions of interest were invited via a notice in the Supplying the South West Procurement Portal published on the 10 November 2022.

2.2 Evaluation criteria set out in the ITT:

<b>Quality</b>	<b>60%</b>
Skill, Knowledge, Expertise and Capacity	20%
Communication	20%
Environmental Benefits	20%
<b>Price</b>	<b>40%</b>

- 2.3 Responses were required by midday on 12 December 2022.
- 2.4 There were a total of 33 expressions of interest of which 2 submitted their tenders on time, 7 opted out and 24 did not respond. The main reason given for opting out was due to workload and insufficient resources at this time.
- 2.5 Evaluations were carried out during December 2022, by representatives from MDH Building Repairs Service.
- 2.6 The price was based a schedule of rates within the tender. The lowest priced tender was awarded 40% and the higher priced tenders were awarded the percentage difference. Contractor 1 scored highest on both price and quality as set out below.

2.7 The outcome of the evaluation is shown below:

CONTRACTOR	SCORE		TOTAL
	QUALITY	PRICE	
Contractor 1	40.00%	40.00%	80.00%
Contractor 2	36.00%	23.43%	59.43%

2.8 Contractor 1 are a Mid Devon based specialist roofing contractor.

### 3.0 Conclusion

3.1 The outcome of the tender process shows Contractor 1 as the winning bidder.

3.2 Approval is required from Cabinet for this contract to be formally awarded.

3.3 Following the decision, there will be a compulsory 10-day standstill period after which the contract will be awarded.

3.4 The contract will not commence until after the 1 April 2023

**Contact for more Information:** Mike Lowman, Operations Manager for Building Services [mlowman@middevon.gov.uk](mailto:mlowman@middevon.gov.uk) or Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing – [snewcombe@middevon.gov.uk](mailto:snewcombe@middevon.gov.uk)

### Circulation of the Report:

Cabinet Member for Housing and Property Services  
Leadership Team  
Corporate Management Team  
Operational Leads including Legal Services

### List of Background Papers:

- **ANNEX A: PART II - Confidential**