

Report for: Cabinet

Date of Meeting: 4 March 2025

Subject: **AWARD OF DRAINAGE WORKS CONTRACT FOR HRA PROPERTIES 2025 - 2029**

Cabinet Member: Cllr Simon Clist, Deputy Leader and Cabinet Member for Housing, Assets and Property

Responsible Officer: Simon Newcombe – Head of Housing and Health

Exempt: Annex A – PART II report
Exempt from publication under paragraph 3, Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)

Wards Affected: All

Enclosures: Annex A – PART II report

Section 1 – Summary and Recommendation(s)

To advise Members on the results for the tendering of the Drainage Works Contract for HRA Properties 2025 – 2029 and confirm the award of the contract.

Recommendation(s):

- 1. It is recommended that the new four year Drainage Works Contract for HRA Properties 2025 - 2029, be awarded to Contractor 1**
- 2. Delegated authority be granted to the S151 Officer (in consultation with the Cabinet Member for Housing, Assets and Property) to complete the associated Drainage Works Contract for HRA Properties 2025-2029.**

Section 2 – Report

1 Introduction

- 1.1 Mid Devon Housing (MDH) has a requirement to maintain its properties including private sewers that are Housing Revenue Account (HRA) assets. This contract will support this duty by ensuring that drains are maintained and emergency blockages resolved.
- 1.2 The term of this contract is for an initial two years the option to extend 3 x 12 months, or to terminate the contract at the end of each year subject to performance.
- 1.3 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

2 Procurement Process

- 2.1 A Tender Notice under Open Tender was published on the 5th December 2024. A Tender advertisement was also placed in Find a Tender and Contracts Finder. The Invitation to Tender was issued via ProContract on the 5th December 2024.

- 2.2 Evaluation criteria set out in the ITT:

Quality	60%
Skill, Knowledge, Expertise and Capacity	20%
Communication	20%
Environmental Benefits	20%
Price	40%

- 2.3 Responses were required by midday on 6 January 2025.
- 2.4 20 invitations to tender were issued, 14 gave no response, 2 opted out leaving 4 submissions. There were no late submissions.
- 2.5 Representatives from MDH Building Repairs Service carried out evaluations during January 2025.
- 2.6 The price was based on 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 3 and 5 scored highest on quality, as set out below.
- 2.7 The outcome of the evaluation is shown below:

CONTRACTOR	SCORE		TOTAL
	QUALITY	PRICE	
Contractor 1	44.00%	38.87%	82.87%
Contractor 2	24.00%	39.28%	63.28%
Contractor 3	28.00%	24.44%	52.44%
Contractor 4	32.00%	40.00%	72.00%

3 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 2025.

Financial Implications

The Housing Revenue Account (HRA) budget for the works is £70,000.00 per annum. Drainage Works to the Council's HRA properties will allow the service to keep homes in repair and prevent damage or risk to health. 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 let our Council Homes in a reasonable condition, which also contributes to the Decent Homes Standard, and well being of our tenants. The conditions of engagement are based on a standard contract. 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

Impact on Climate Change

The environmental impact was included as a major part of the contractor evaluation.

Equalities 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

Homes are a priority for the Council and in the context this contract includes supporting the delivery of several key objectives; investing in our homes, monitoring tenant satisfaction and ensuring our tenants feel safe, secure and happy in our homes.

To contribute towards meeting our obligations relating to the Decent Homes target by making best use of the existing stock.

Section 3 – Statutory Officer sign-off/mandatory checks

Statutory Officer: Andrew Jarrett

Agreed by or on behalf of the Deputy Chief Executive (S151) Officer

Date: 18.02.2025

Statutory Officer: Maria De Leburne

Agreed on behalf of the Monitoring Officer

Date: 18.02.2025

Performance and risk: Stephen Carr

Agreed on behalf of the Corporate Performance & Improvement Manager

Date: 18.02.2025

Cabinet member notified: Yes

Section 4 - Contact Details and Background Papers

Contact: Mike Lowman, Operations Manager for Building Services

mlowman@middevon.gov.uk or Simon Newcombe, Head of Housing and Health –

snewcombe@middevon.gov.uk

Background papers:

ANNEX A: PART II - Confidential