



## Report of the Cabinet Member for Homes and Energy

Cabinet – 20 September 2018

### Contract Award Report for the Framework for the Refurbishment of Kitchens and Bathrooms

<b>Purpose:</b>	The purpose of this report is to obtain approval to establish a framework agreement for the refurbishment of kitchens and bathrooms. An OJEU compliant tender process has been followed to engage four contractors to be appointed onto the framework with an allocation of the properties in the ratio of 40%:20%:20%:20%
<b>Policy Framework:</b>	Council Constitution/Contract Procedure Rules
<b>Consultation:</b>	Finance, Legal, Access to Services.
<b>Recommendation(s):</b>	It is recommended that Cabinet:  1) Authorises the award of the contracts, as recommended in this report.  2) Delegates authority to the Director of Place in conjunction with the Chief Legal Officer and the Chief Finance Officer, to enter into call off contracts under the framework with the successful tenderers, without the need for further approval from Cabinet.
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<b>Access to Services Officer:</b>	Rhian Millar

#### 1. Background

- 1.1 As part of the Council's objective to achieve the Welsh Housing Quality Standards, provision has been made within the forward Business Plan for the renewal of kitchens and bathrooms to all relevant houses within the HRA portfolio.

1.2 The proposed framework agreements will be initially for a period of two and a half years, with the Authority retaining the option to extend for a further period of one year.

## 2.0 Tender Process

2.1 The tender was placed on the eTender Wales website on 28<sup>th</sup> March 2018 with the objective of receiving tenders from Contractors' who wished to be appointed on to the Authority's Contractor Framework for Kitchen and Bathroom Refurbishments.

2.2 Proposed tenderers were informed that tender submissions were to be scored upon a technical expertise (quality) of 30% of the available marks and a cost basis of 70% of the available marks.

2.3 At the end of the tender period, tenders were received from twelve contractors. For the purpose of this report, these will be referred to as follows:

- Contractor A
- Contractor B
- Contractor C
- Contractor D
- Contractor E
- Contractor F
- Contractor G
- Contractor H
- Contractor I
- Contractor J
- Contractor K
- Contractor L

## 3.0 Tender Scoring

3.1 Contractors K and L were disqualified as the contractors had not returned all the priced documents in accordance with the tender instructions. The remaining ten contractors were then assessed via their completed Supplier Suitability Questionnaires which formed part of the tender document. During this process, Contractors B and J failed the financial assessment contained within the SSQ (**Appendix A**), which left eight tenders to be evaluated.

3.2 Tenders were evaluated using a matrix based on:

<b>Award Criteria</b>	<b>Scoring</b>
Price	2800 points
Project Delivery Method	140 points
Management & Staff Details	140 points
Waste Management Plans	100 points
Recruitment of Labour	180 points
Current Workload and Capacity	180 points

Zero Defects	180 points
Tenant Liaison	180 points
Targeted Recruitment and Training	100 points
<b>TOTAL</b>	<b>4000 points</b>

3.3 Tenders from the remaining eight suppliers were scored upon a technical expertise (quality) of 30% of the available marks and a cost basis of 70% of the available marks. (**Appendix B**). The results are shown below in score order:

<b>Contractor</b>	<b>Score</b>
Contractor A	<b>3668</b>
Contractor C	<b>3406</b>
Contractor D	<b>3278</b>
Contractor F	<b>3186</b>
Contractor E	<b>3130</b>
Contractor G	<b>2727</b>
Contractor I	<b>2530</b>
Contractor H	<b>2451</b>

3.4 The Tender Evaluation Panel recommends that the following contractors will be appointed on to the Authority's Contractor Framework for the Refurbishment of Kitchens and Bathrooms:

Contractor A	Allocation of 40% of properties
Contractor C	Allocation of 20% of properties
Contractor D	Allocation of 20% of properties
Contractor F	Allocation of 20% of properties

3.5 There are 5,500 properties left to finish the Kitchen and Bathroom programme, therefore the 40% allocation for Contractor A is equivalent to approximately 2,200 properties and the 20% allocations for the other three Contractors is equivalent to approximately 1,100 properties each.

3.6 Further information regarding the tender evaluation process can be seen in **Appendix C**.

#### **4.0 Equality and Engagement Implications**

4.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

- 4.2 A screening form was completed, **Appendix D** which indicated that a full EIA was not required as the process will take into account disabled people and young children. The procurement process to residents, whatever contractor is chosen, would have the same outcome.

## **5.0 Financial Implications**

- 5.1 The budget for the works is included within the HRA and will be fully funded accordingly.

## **6.0 Legal Implications**

- 6.1 The Responsible Officer is satisfied that the tender process has been undertaken in accordance with prevailing Contract Procedure Rules and Public Contracts Regulations and recommends approval in accordance with those Rules.
- 6.2 In accordance with the Public Contract Regulations, all of the information required to be published was provided to the tenderers within the Notice, Invitations to Tender and tender documents.
- 6.3 The Authority was named in the Contract Notice as a Contracting Authority having the ability to call off from the framework.
- 6.4 The contract will be awarded applying the Terms and Conditions of the NEC3 Engineering and Construction Short Contract (June 2005) as Amended including amendments to the Contract resulting from the Local Democracy, Economic Development and Construction Act 2009

**Background Papers:** None.

### **Appendices:**

- Appendix A - Kitchens And Bathrooms Retender 2018
- Appendix B - Analysis Of Tender Returns For Kitchen And Bathroom Refurbishments 2018
- Appendix C - Tender Evaluation Report
- Appendix D - EIA Screening Form