

# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 2 September 2013

**Portfolio:** Policy and Resources  
**Subject:** **Council Car Park and Pedestrian Highway Works Contract**  
Director of Finance and Resources  
**Report of:** A dynamic, prudent, progressive and best value Council  
**Strategy/Policy:**  
**Corporate**  
**Objective:**

**Purpose:**

This report considers the tenders received for resurfacing and repair works at numerous locations that include car park and footways throughout the borough and recommends an award of contract for the works.

**Executive summary:**

Following the completion of a condition survey of the Council's public car parks, footpaths and service areas, a programme of repair and improvement works were identified to maintain the assets to a good standard. In addition, new requirements have been identified for additional parking at Portchester Community Centre.

This report provides the Executive with information regarding the tenders received for these works and seeks an award of contract.

**Recommendation:**

That the tender submitted by the contractor ranked 1 (as set out in the confidential appendix), being the most advantageous tender received, be accepted and the contract awarded to the company.

**Reason:**

To maintain the value of the Council assets and provide well maintained car parks, service areas and pedestrian footways for public use.

**Cost of proposals:**

The cost of this project is estimated to be £330,000. These works are to be predominately funded from the previously approved car park improvements capital programme and this will be supplemented by revenue and capital budgets from each of the respective service areas.

**Appendix A: Executive Briefing Paper Tender Prices and Evaluation  
(Confidential Appendix)**

**Background papers:**

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### Executive Briefing Paper

**Date:** 2 September 2013

**Subject:** Council Car Park and Pedestrian Highway Works Contract

**Briefing by:** Director of Finance and Resources

**Portfolio:** Policy and Resources

#### INTRODUCTION

1. During 2012 a condition survey was carried out by the Building Services Team. This identified a number of car park sites that required repairs. In addition the Leisure and Community team had identified a requirement to provide additional parking at the new Portchester Community Centre.
2. This project includes for the following works:
  - The reconstruction of eight car park surfaces at Abshot Community Centre, Broadcut, Cams Alders, Fareham Job Centre, Malthouse Lane, Meon Shore, Titchfield Recreation Ground and Wicor Recreation Ground
  - Repairs to pedestrian, service and garage areas at housing sites in Bishopsfield Road
  - Line marking works to 28 car park sites throughout the borough
  - The extension of the car park at Portchester Community Centre
  - Additional parking at Fareham Leisure Centre
  - Repair works at Northmore Close and Barnfield Court housing sites.
  - Across all the above services works to carry patch repair work, kerb, channel repairs, drain clearance and general car park maintenance items were included.
3. A packaged contract was developed for these works in order to ensure achieving the best value for money for the Council. The project was advertised on the South East Business Portal for organisations to submit their expressions of interest and complete a pre-qualification questionnaire. The subsequent applicants were evaluated and the tender list determined.
4. Invitations to tender for the project were issued on 5<sup>th</sup> June 2013 to 6 contractors.

## **PROPOSAL**

5. On the 3<sup>rd</sup> July, three tenders were received and opened by Councillor K Evans, Executive Member for Strategic Planning and Environment, and the tender price details are presented in the confidential appendix A.

## **EVALUATION PROCESS**

6. The contract documents define a pre-determined scoring mechanism whereby tenders are assessed on price, service and quality.
7. The tender submissions were evaluated and the scores weighted as specified in the invitation to tender. The scores and ranking for all three tenders received are represented in the confidential appendix A.
8. Tenderers were required to complete a 'Tenderer's Compliance and Response'. This enabled officers to score the quality and service elements of their submissions, assessing their method and approach to delivering the service.
9. Based on the evaluation of the tenders received, the three bids have been ranked in order of economic advantage to the Council. The most advantageous contractor, which achieved the highest overall combined score is recommended for the award of the contract.

## **RISK ASSESSMENT**

10. Many of the usual and identifiable risks initially present in this type of project have been negated through the council's rigorous and structured procurement process. The selection of contractors has been based on the information provided in the Pre- Qualification Questionnaire (PQQ) which includes checking various company policies, requisite insurances, initial financial checks and seeking technical references. All contractors who were invited to tender were provided with sufficient opportunity to inspect and measure the required services.
11. The works will be procured using a formal JCT Agreement for Minor Works building contract, which has been approved as suitable for these works by the Council's procurement solicitor.
12. Regular site monitoring and a series of project progress meetings will be held during the course of the contract to reduce potential risks.

## **FINANCIAL IMPLICATIONS**

13. The works will be financed from the following existing budgets, Car Park Asset Management Plan, Wicor Recreation Ground improvements budget, Portchester Community Centre Housing Revenue Account and the Other Land and Property revenue account.

Service Area	Budget
Car Park Asset Management Plan	£170,000
Portchester Community Centre	£56,000
Housing Revenue Account	£48,000
Wicor Recreation Ground improvements	£37,000
Other Land and Property	£19,000

## **CONSULTATIONS**

14. There are no requirements for consultations on this project.

## **CONCLUSION**

15. Three valid tenders were received for the surface repair works at various car park, leisure and housing sites throughout the borough. It is recommended that the most advantageous tender received, ranked "1" in the confidential appendix to this report, be accepted and a contract awarded for the works.

### **Reference Papers:**

Report to the Executive, 6 September 2010, Finance Strategy, Capital Programme, Asset Management Plan

Report to the Executive 2 April 2012 - Wicor Changing Room Capital Budget

Report to the Executive 9 January 2012 - Portchester Community Centre award of contract

Housing Revenue Account Spending Plans, including the Capital Programme for 2013/14