

# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 7 October 2013

**Portfolio:** Policy and Resources  
**Subject:** **Award of Tender: Resurfacing Contract - Approach to Fareham Shopping Centre**  
**Report of:** Director of Finance and Resources  
**Strategy/Policy:** A dynamic, prudent, progressive and best value Council  
**Corporate Objective:**

**Purpose:**

This report considers tenders received for resurfacing the area to the north of Fareham Shopping Centre and recommends an award of contract for the works. It also considers the request for an additional £35,000 budget provision from reserves to cover the shortfall between the budgeted amount and the tender price.

**Executive summary:**

Regular safety inspections of the area to the north of the shopping centre are currently carried out by Hampshire County Council's highway inspectors on behalf of FBC and resulting from this, a significant number of defects have been logged and repaired. A decision has therefore been taken to resurface the area to ensure public safety and reduce on-going maintenance costs.

Following a tender exercise, a shortfall between the budgeted amount and the tender price was identified. This report seeks approval for an additional £35,000 budget provision from reserves to cover the shortfall between the budgeted amount and the tender price.

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

**Recommendation:**

That the Executive agrees:

- (a) to approve an additional £35,000 budget provision from reserves; and
- (b) that the tender submitted by the contractor ranked 1 (as set out in the confidential appendix A), being the most advantageous tender received, be accepted and the contract awarded to the company.

**Reason:**

To achieve a safe and well maintained pedestrian footway for public use.

**Cost of proposals:**

The cost of this project will be £77,737.00, with an additional £35,000 budget provision from reserves. These works are to be funded from the Other Land and Property Revenue Account.

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

**Appendix B:** Location Plan

**Background papers:**

# FAREHAM

## BOROUGH COUNCIL

### Executive Briefing Paper

**Date:** 7 October 2013

**Subject:** Award of Tender: Resurfacing Contract - Approach to Fareham Shopping Centre

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

**Portfolio:** Policy and Resources

#### INTRODUCTION

1. Regular safety inspections of the area to the north of the shopping centre are currently carried out by Hampshire County Council on behalf of FBC and resulting from this, a significant number of defects have been logged and repaired. A decision has therefore been taken to resurface the area to ensure public safety and reduce on-going maintenance costs.
2. This project includes for the following works:
  - Removing the existing paving slabs which frequently become loose or damaged and in need of repair and replacing with a new tarmac surface to an approved specification
  - Provision of additional surface water drainage.
3. Hampshire County Council highways framework was used to procure the works. Invitations to tender for the project were issued on 14 August 2013 to 8 contractors.

#### PROPOSAL

4. On the 4 September 2013, five tenders were received and opened by Councillor S Woodward, Executive Leader, and the tender price details are presented in the confidential appendix A.

#### EVALUATION PROCESS

5. The framework agreement defines a pre-determined scoring mechanism whereby tenders are assessed on the price submitted within their tender and on quality data gathered by KPI's throughout the last quarter.
6. The tender submissions were evaluated and the scores weighted as specified in the framework agreement. The scores and ranking for all five tenders received are represented in the confidential Appendix A.

7. Tenderers were required to complete a health and safety questionnaire. This enabled officers to assess their method and approach to delivering the service.
8. Based on the evaluation of the tenders received, the five bids have been ranked in order of performance factored price. The most advantageous contractor, which achieved the highest score is recommended for the award of the contract.

## **RISK ASSESSMENT**

9. Many of the usual and identifiable risks initially present in this type of project have been negated through the use of a Hampshire County Council approved framework. The contractors had been previously vetted and approved for their suitability to provide these works by Hampshire County Council.
10. The works will be procured using a formal New Engineering Contract, which has been approved as suitable for these works by the Council's procurement solicitor.
11. Regular site monitoring and a series of weekly project progress meetings will be held during the course of the contract to reduce potential risks.
12. The works are due to start on the 23 October 2013 in order to ensure that completion is achieved prior to the winter months and the Christmas Shopping period, thereby avoiding the risk associated with increased pedestrian footfall.
13. The works will also be undertaken outside of the shopping centre opening hours.

## **FINANCIAL IMPLICATIONS**

14. The works will be financed from the existing Other Land and Property revenue account. It was anticipated that the cost of the works would be met from the existing budget however the tender figures returned were higher than expected. As a result, an additional £35,000 budget provision from reserves is requested to cover the shortfall.

## **CONSULTATIONS**

15. Officers have consulted with Ward Councillors and are in the process of consulting with surrounding occupiers. The awarded contractor will consult with local residents and businesses before the start of the works.

## **CONCLUSION**

16. Five tenders were received for the surface repair works to the approach to Fareham Shopping Centre. It is recommended that the most advantageous tender received, ranked "1" in the confidential appendix A to this report, be accepted and a contract awarded for the works.