

FAREHAM

BOROUGH COUNCIL

Report to the Executive Member for Health and Housing

Portfolio:	Health and Housing
Subject:	Emergency Lighting Upgrading Works Contract at Froshole Close and Garden Court
Report of:	Director of Streetscene
Strategy/Policy:	
Corporate Objective:	A balanced housing market

Purpose:

To consider the tenders received and award of contract for the upgrade of the emergency lighting and associated works at two Council owned sheltered housing sites.

Executive Member Summary:

This report provides the Executive Member with information on tenders received for this project. The project is to upgrade existing emergency and external lighting systems including removal of asbestos at two Council owned sheltered housing sites. The existing lighting installation does not meet current standards and has exceeded its expected life, incurring increased maintenance costs.

Recommendation:

That the tender submitted by the contractor which achieved the highest overall score, as detailed in the appended evaluation matrix, be accepted and a contract awarded to this company.

Reason:

To ensure that the communal lighting meets current standards, is serviceable and maintains the value of the Council's assets.

Cost of proposals:

The cost of this project is £132,936.00 and will be financed from the previously approved 2013/14 Housing Revenue Account capital budgets.

Appendices A: Tender Prices and Evaluation Table

Background papers: Exempt by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Executive Briefing Paper

Date: 2 December 2013

Subject: Emergency Lighting Upgrading Works Contract at Frosthole Close and Garden Court

Briefing by: Director of Streetscene

Portfolio: Health and Housing

INTRODUCTION

1. This project is for the upgrading of the existing communal emergency and external lighting systems to two Council owned Sheltered Housing sites at Garden Court and Frosthole Close.
2. Recent fire risk assessments have recommended that the lighting should be upgraded to meet the current British Standards. An assessment of the installation has confirmed the existing emergency and external lighting systems have reached the end of their economic life and full replacement is considered timely to preserve the value of these built assets, and maintain sufficient lighting levels in the event of an emergency or power failure. In order to carry out these works the asbestos containing cladding material present on-site will be removed and replaced with an alternative material.
3. 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 September 2013 to seven contractors.

TENDERS RECEIVED

5. Deputy Executive Leader, Councillor T Cartwright opened the three returned tenders on the 27 September 2013. The tender price details are presented in the confidential Appendix A.
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. The tenderer that achieved the highest overall evaluation score attended a tender evaluation meeting and satisfied the Council that they could meet all the contract requirements.

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 recommended contractor achieved a score for its financial standing which will require the provision of a performance bond.
12. 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.
13. Regular site monitoring will be carried out by an electrical engineer consultant and a series of project progress meetings will be held during the course of the contract to reduce potential risks.

FINANCIAL IMPLICATIONS

14. The contract value is within the initial estimate of £185,000. The works will be financed from the Housing Revenue Account capital programme previously approved by the Executive on 11th February 2013.

CONSULTATIONS

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

CONCLUSION

16. That the tender submitted by the contractor which achieved the highest overall score, as detailed in the appended evaluation matrix, be accepted and a contract awarded to this company.

Reference Papers:

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