



## Portfolio Holder for Housing

Item

<b>Report of</b>	<b>Assistant Director of Policy and Corporate</b>	<b>Author</b>	<b>Clare Lawrance</b>
<b>Title</b>	<b>Contract for Communal Area Building Cleaning Services of the Housing Stock</b>		
<b>Wards affected</b>	All wards		

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### 1. Executive Summary

- 1.1 In respect of all land and buildings owned by the Council in its capacity as Housing Authority, to procure the specified service in the provision, implementation, maintenance and management of public sector housing.

### 2. Recommended Decision

- 2.1 Award a contract to undertake the Communal Area Cleaning of the existing housing stock.

### 3. Reason for Recommended Decision

- 3.1 Following an invitation to tender Accuro Environmental Ltd submitted a tender, which passed the criteria for being able to deliver against the specification and offers the best financial position to the Council compared to other tenders.

### 4. Alternative Options

- 4.1 To award a contract to an alternative bidder, would almost certainly result in legal challenge as the tender results are from an open procurement process.
- 4.2 Re-tender the service, however timescales preclude this as the existing contract expires 30 September 2019.

## **5. Background Information**

- 5.1 An OJEU Restricted process Notice was placed on 30 May 2019, which required a selection questionnaire to be returned by the closing date of 1 July 2019. 37 companies expressed interest with 19 submitting a **Qualification** response.
- 5.2 Following an evaluation process, it was agreed to shortlist the tender stage to 8 companies. The Invitation to Tender comprising the specification and associated contract/bidder documents were prepared and issued electronically via the web-based Delta BiP procurement portal with a closing date of 30 July 2019.
- 5.3 The seven responses came from Accuro Environmental Ltd, Carter & Faraday Associates Ltd, Cleanscapes Ltd, Hi-Spec Facilities Services Ltd, Kingdom Services Group Ltd, Lewis & Graves Partnership Ltd & Wetton Cleaning Services Ltd.
- 5.4 The bids were evaluated by a group of officers based on the criteria detailed in the Invitation to Tender. All bidders passed the technical and quality criteria. The tender prices are shown in appendix A, showing a like for like analysis, which is not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (financial / business affairs of a particular person, including the authority holding information).
- 5.3 The evaluation does not reflect that Accuro will enhance the current cleaning service provided by increasing the Deep Cleaning Service to the communal areas from once in the contract life to annually. Although a cost for this will be incurred, overall residents will see no increase to the service charge paid.

## **6. Equality, Diversity and Human Rights implications**

- 6.1 There are no equality, diversity or human rights issues in relation to this contract.

## **7. Strategic Plan References**

- 7.1 The decision relates directly to the Responsibility theme of the [Strategic Plan 2018-21](#) through the objective to encourage re-use and recycling to reduce waste to landfill.

## **8. Consultation**

- 8.1 There are no direct consultation requirements as a result of this decision.

## **9. Publicity Considerations**

- 9.1 There are no publicity or communication requirements over and above the normal process of publicising contract awards. Furthermore a Section 20 is not required as the cost to leaseholders is not increasing.

## **10. Financial implications**

- 10.1 The price submitted by Accuro Environmental Ltd will ensure the service can operate within the Budget agreed for 2019/2020 onwards.

- 10.2 The price does not reflect the increases to labour costs that will occur due to the Living Wage Foundation that will be implemented annually in November.

## **11. Health, Wellbeing and Community Safety Implications**

- 11.1 The contractor will be required to comply with the Council's processes and procedures whilst on Council property and as such meet the requirements of the Councils permit to operate from the Environment Agency. This permit ensures community safety in relation to environmental regulations.

## **12. Health and Safety Implications**

- 12.1 As part of the procurement process Health and Safety was included as a pass/fail response where bidders confirmed that they have a written Health and safety policy and that they operate a Health and Safety at work system. They will abide by the Councils Health and Safety processes and procedures when operating the contract.

## **13. Risk Management Implications**

- 13.1 There are no risk management implications in this contract or procurement process.

## **Appendices**

Appendix A – Evaluation of Tenders

## **Background Papers**

There are no background papers.