

29th January 2020

Report of	Assistant Director of Place & Client Services	Author	Clare Lawrance ☎ 282506
Title	Award of Housing Adaptatons Contract		
Wards affected	All wards		

1. Executive Summary

- 1.1 This report makes a recommendation for the award of a contract for disability-related property adaptations to the Council's housing stock. The current contract is expiring, and the new contract is anticipated to start in February 2020. The recommendation is to award to the incumbent contractor following an open procurement process.

2. Recommended Decision

- 2.1 To award a contract to Barron's Building Services to undertake Adaptations of the existing housing stock to meet specific needs for specific residents as set out in the report, for a duration of 2 years with an option to extend for up to 2 additional years in 12-month stages (2+1+1 years).
- 2.2 In the event that the recommended contractor cannot commence work then the contract will be awarded to the next contractor.

3. Reason for Recommended Decision

- 3.1 Under the Council's constitution contracts with a value of over £500,000 require cabinet approval unless otherwise delegated.
- 3.2 Following an invitation to tender and evaluation of the submitted bids against the published criteria Barron's Building Services 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 and would not provide the Council with the best tendered bid as judged against the defined criteria.
- 4.2 Re-tender the service, however the commencement of this contract is planned for February 2020 and repeating the procurement exercise would delay the start of this works provision.

5. Background Information

- 5.1 A Contract Notice was issued on 8 November 2019 through the Delta eSourcing portal and placed on Contract Finder website to invite interested parties to submit their bids by 12 noon on 9 December 2019.
- 5.2 Interest in the opportunity was expressed by fourteen (14) companies and of these, the following six (6) submitted bids; Arc Group Ltd, Besure Building, Foster Property Maintenance, Hawksmoor Construction, Barron's Building Services, and Re-Gen (UK) Construction
- 5.3 The bids were evaluated by a group of officers including the CBC Client Asset Manager, Procurement Business Partner and CBH Asset Management staff. Scoring was based on the criteria and scoring mechanism detailed in the Invitation to Tender (ITT).
- 5.4 One bidder was deemed non-compliant through failure to submit the correct documents and was not evaluated any further. The remaining five bidders submitted compliant tenders against the Council's stated Essential Requirements that were evaluated on a pass/fail basis. The Evaluation Method Statements were evaluated in accordance with the ITT. Appendix A contains a summary of the weighted criteria with the scores awarded to each bidder.
- 5.5 The breakdown of submitted prices for each bidder was checked for completeness. The lowest priced bid was reviewed, and a mathematical error was identified by the Evaluation Team. The total bid price was recalculated to correct the error and after confirmation of the increase by the bidder, was accepted for evaluation. 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)

6. Equality, Diversity and Human Rights implications

- 6.1 An Equality Impact Assessment was completed in 2017 for the Council's Adaptations Policy and this can be found [here](#). There have been no changes made to the policy as part of this procurement exercise and so the Equality Impact Assessment has not been reviewed at this time.
- 6.2 There are no Human Rights Implications in the award of this contract.

7. Standard References

- 7.1 There are no particular references in relation to consultation or publicity Considerations, financial; community safety; health and safety or risk management implications.

7. Strategic Plan References

- 7.1 Through the delivery of this contract the Council aims to achieve its Strategic Priority for Wellbeing to "target support to the most disadvantaged residents and communities".

8. Consultation

- 8.1 Adaptations to housing stock are responsive and based on residents needs on a case by case basis. Services are not provided on a continuing basis and so no particular consultation was carried out with affected residents.

9. Publicity Considerations

- 9.1 Once awarded, CBH will refresh/renew the advice given to residents about requesting an adaptation.

10. Financial implications

- 10.1 The budget for adaptations to HRA homes is contained within the Housing Investment Plan 2020/21 which is being considered for approval by Cabinet today (29th January 2020).

11. Health, Wellbeing and Community Safety Implications

- 11.1 The purpose of the housing adaptations service is to meet the needs of tenants who become disabled and ensure they can continue to access and enjoy their home. Therefore this contract has only positive outcomes for tenants Health and Wellbeing.

12. Health and Safety Implications

- 12.1 There are no Health and Safety Implication in the award of this contract.

13. Risk Management Implications

- 13.1 There are no Risk Management Implications in the award of this contract.

14. Environmental and Sustainability Implications

- 14.1 Awarding the contract to a Local SME based within the Borough ensures the Council's investment remains local. The company's travel times from their head office base are limited.

Appendices

Appendix A shows the comparative scoring of all the returned tenders.

Background Papers

There are no background papers.