

ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF THE RESIDENTIAL & WELLBEING SERVICES COMMITTEE ON 30 SEPTEMBER 2021

SUBJECT: Approval to award a contract for roofing works for residential properties.

REPORT AUTHOR: Steve Madell, Interim Asset Manager

DATE: 6 August 2021

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AREA: Services Directorate

EXECUTIVE SUMMARY:

A number of roofs on residential properties managed by the Council have reached the end of their life and need to be replaced. A specification of works was produced, and the project was tendered.

The Procurement process was managed by Hampshire County Council Procurement Manager and tenders issued via the Open Portal on behalf of the Council. Bidders were asked to submit a price for each property and complete a quality questionnaire. Tenders were evaluated on a price per quality point methodology to ensure the bidder who offered the best value for money would be the successful tenderer.

RECOMMENDATIONS:

The committee is recommended to approve awarding a contract for roofing works for various properties and to approve the virement of £100,000 from the Kitchen and Bathroom programme budget to the Roofing budget to fund the project. Both of these budgets are in the Housing Revenue Account Capital Programme.

Background

Arun District Council needs to maintain its homes, including ensuring roofs are wind and weatherproof. We have identified a number of properties where the roofs have reached the end of their life and require replacement. In total there are 174 properties where the roof requires replacement.

A technical specification outlining what work is required was produced. The tender process was managed by Hampshire County Council Procurement Manager and tenders issued via the Open Portal. Bidders were asked to submit a price for each property and complete a quality questionnaire. Tenders were evaluated on a price per quality point methodology to ensure the bidder who offered the best value for money would be the

successful tenderer.

Using price per quality point, quality is always marked out of 100% with weightings suitably divided amongst the quality questions. Once the final quality score for a tenderer is known their price is divided by this quality score. The result will indicate how much you are paying for each point of quality awarded. This essentially combines price and quality in such a way as to determine the best value for money, which the traditional ways of evaluating tenders does not do.

Nine contractors submitted a tender. One was automatically excluded because no quality questionnaire was submitted. Three other bidders were eliminated at the evaluation stage because they did not comply with the tender instructions. The five remaining tenders were evaluated. Approval is sought to award the contract to the bidder who was ranked no.1 following the evaluation.

2. PROPOSAL(S): .

It is proposed that a contract is awarded to carry out roof replacement works to various Arun District Council owned Residential properties.

3. OPTIONS:

Given the current age and condition of the roofs there is no option other than replacement.

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		X
Relevant District Ward Councillors		X
Other groups/persons (please specify)		X

5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)

	YES	NO
Financial	x	
Legal	x	
Human Rights/Equality Impact Assessment		x
Community Safety including Section 17 of Crime & Disorder Act		x
Sustainability		x
Asset Management/Property/Land		x
Technology		X
Other (please explain)		x

6. IMPLICATIONS:

Financial

There are enough funds in the 2021/22 capital programme budget to pay for this project subject to virement being approved.

The original roofing budget was £250,000. Other smaller roofing projects have been carried out costing £150,000 and this project will incur approximately £200,000 expenditure in 2021/22. In total, £350,000 is required for the Roofing budget in 2021/22. A virement is recommended from the kitchen and bathroom programme budget of £100k to reroofing to fund the project. The kitchen and bathroom project will not start until early 2022 and the full budget for 2021/22 is not required.

Legal.

This is a contract for the execution of works. It is not above the GPA(WTO) threshold of £4,733,252 and therefore the old EU now GPA/WTO rules do not apply. It is governed by Contract Standing Orders (CSO).

In order to ensure competitiveness and value for money a formal tender process was carried out.

The Council has an obligation under the Tenancy Agreement to maintain the building and keep in good condition. Sometimes the only cost-effective way to maintain a roof is to replace it.

The report of the Interim Monitoring Officer to the Committee on 3 June 2021 outlined in Appendix 2; Paragraph 14; Reserved Matters that the Committee is responsible for awarding contracts valued at over £100,000 unless prior authorisation has been given to officers by a report to committee approving the budget and setting out relevant heads of terms of the contract.

7. REASON FOR THE DECISION:

The Council is required to maintain its homes, including ensuring roofs are wind and weatherproof.

The Council has an obligation under the Tenancy Agreement to maintain the building and keep in good condition.

Residential Services and Wellbeing Committee need to approve the appointment of all contracts above £100,000. This was outlined in Reserved Matters in the report of the Interim Monitoring Officer to the Committee on 3 June 2021.

8. BACKGROUND PAPERS:

N/A