

Report of the Chief Officer Customer Access

Report to Director of Communities and Environment

Date: 8th May 2017

Subject: Bramley Community Hub - Award of contract

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Bramley & Stanningley		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: 10.4(3)		
Appendix number:		

Summary of main issues

On 22nd June 2016 Executive Board authorised expenditure of £4,617,400 for the delivery of Phase 2 of the Community Hubs programme. The development of a Community Hub at Bramley was included as part of Phase 2 Business Case.

Leeds Building Services identified that they were not able to carry out the works and declined the work.

The subsequent procurement has been undertaken in line with Contracts Procedure Rules. Four (4) contractors expressed an interest in tendering and have made tender submissions.

Based on a Pre-Tender Estimate (PTE) of £240,000, four (4) tender submissions were received which ranged between £179,555.10 and £200,000. All the bids are within the estimate with the successful bid representing a saving of approximately £60,000 against the PTE.

The evaluation process has now been concluded and the lowest tender is Aspect Building Solutions Ltd at £179,555.10 and is the successful contractor to carry out the works at Bramley Library.

Recommendation

It is recommended that the Director of Communities and Environment approves the award of this contract to Aspect Building Solutions Ltd, 7A Asquith Avenue Business Park, Asquith Avenue, Morley, LS28 5PZ for the total sum of £179,555.10.

1 Purpose of this report

1.1 The purpose of this report is to document in detail the procurement process undertaken to identify the preferred provider to carry out the comprehensive refurbishment and alterations to Bramley Library to create the Bramley Community Hub.

1.2 To obtain approval to award the contract to the preferred provider without delay to ensure that works can commence as early as possible.

2 Background information

2.1 Executive Board considered a report on the Phase 2 Community Hub programme and this was approved on the 22nd June 2016.

2.2 Eighteen (18) sites were identified in the report. Provision of the Bramley Community Hub was included as one of the sites.

2.3 The works will include a comprehensive refurbishment and conversion works including the restoration of a large glazed roof lantern. The works will also create new modern library areas, one stop facilities, JobShop, interview rooms, hotlines, Wi-Fi, social spaces, disabled WC, customer toilets, baby change and waiting areas.

2.4 The back office area will be refurbished to allow new ways of working to allow 'new ways of working', including provision of laptops and ICT equipment..

3 Main issues

3.1 Leeds Building Services identified that they were not able to carry out the works and have declined the work.

3.2 Four (4) contractors have expressed an interest in tendering for the opportunity and have made tender submissions.

3.3 A number of clarifications were issued by Procurement to the lowest bidder on 21st April 2017 and the contractor has confirmed that all items have been accounted for in their overall tender price.

3.4 Therefore, we would like to award the contract to the lowest tenderer, Aspect Building Solutions Ltd in the sum of £179,555.10.

3.5 Prior to the award the preferred organisations will be assessed to ensure adequate policies are in place to support the delivery of this provision, including Insurance, Health & Safety & Safeguarding. A financial check will also be carried out to ensure they are not a

risk to the authority. Results of this process will be kept on file. Should any issues be identified that would restrict the team from awarding this contract. The opportunity would be retendered at this stage.

4 Corporate considerations

4.1 Consultation and engagement

4.1.1 Officers within PPPU have been involved throughout the procurement process.

4.1.2 All local ward members have been notified of the upcoming work.

4.1.3 As advised above consultation has already taken place with local residents, the wider community, Ward Members and the local Member of Parliament.

4.2 Equality and diversity / cohesion and integration

4.2.1 The Equality, Diversity, Cohesion and Integration Screening process has been considered and completed in respect of Phase 2 of the Community Hubs. This is available as part of the background documents if required.

4.3 Council policies and best council plan

4.3.1 Addressing poverty and deprivation, helping people into work and tackling social isolation are key priorities for the Council and make a significant contribution to our Strong Economy and a Compassionate City agenda as set out in the Best Council Plan 2016/17.

4.3.2 The activities set out in this report contribute to the delivery of the Best Council Plan outcomes for everyone in Leeds to 'Earn enough to support themselves and their families' and this year's Best Council Plan priorities around 'supporting economic growth and access to economic opportunities', 'providing skills programmes and employment support' and 'helping people adjust to welfare changes'.

4.3.3 The Citizens@Leeds agenda also plays a key role in supporting delivery of the Safer and Stronger Communities Plan, the Children's and Young People's Plan, the Child Poverty Action Plan and the Leeds Joint Health and Wellbeing Strategy all of which have a strong focus on addressing debt, maximising income through helping people into work, moving people and families out of poverty and providing facilities and services which help address social isolation.

4.4 Resources and value for money

4.4.1 Based on a Pre-Tender Estimate (PTE) of £240,000, four (4) tender submissions were received which ranged between £179,555.10 and £200,000. All the bids are within the estimate with the successful bid representing a saving of approximately £60,000 against the PTE.

4.4.2 The project will be contract managed on site by Corporate Property Management (CPM)

4.5 Legal Implications, access to information and call in

4.5.1 The Chief Officer Customer Access and PPPU's officers have been consulted during the procurement process.

4.5.2 This decision is not subject to call-in.

4.6 Risk management

4.6.1 A risk register will be developed and will be maintained throughout the project delivery by CPM

5 Conclusions

5.1 The procurement process undertaken has been in accordance with Contracts Procedure Rules.

6 Recommendation

6 1. It is recommended that the Director of Communities and Environment approves the award of this contract to Aspect Building Solutions Ltd, 7A Asquith Avenue Business Park, Asquith Avenue, Morley, LS28 5PZ for the total sum of £179,555.10.

7 Background documents

7.1 The Equality, Diversity, Cohesion and Integration Screening for Phase 2 of the Community Hubs.