

Tender Evaluation report seeking approval to award a contract for Steeplejack and Roofing Surveys including Minor Repairs of Multi Storey Flats.

Date: 18th November 2022

Report of: Head of Property Management

Report to: Director of Communities, Housing and Environment

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

This report provides details on the tender evaluation process carried out and seeks approval to award a contract to Stroma Specialist Access Ltd for the Steeplejack and Roofing Surveys including Minor Repairs of Multi Storey Flats.

The proposed contract for Steeplejack and Roofing surveys including minor repairs of multi storey flats are essential to the health and safety of tenants living in the flats and operative working around the sites and anyone else in the vicinity of the flats.

This contract will contribute to the council's ambition of improving housing standards for residents by providing safe and secure multi storey blocks. The minor repairs also ensure that more serious damage is avoided.

Recommendations

- a) The Director of Communities, Housing and Environment is recommended to note the tender evaluation process and approve the award of the contract to Stroma Specialist Access Ltd, for the Steeplejack and Roofing Surveys including Minor Repairs of Multi Storey Flats for a period of three years with the option to extend for up to 12 months. The start date for this contract will be the 12th December 2022 with an initial end date of 11th December 2025 with the option to extend for up to 12 months at an estimated value of £200,000 per annum.

What is this report about?

- 1 This report provides details of the tender evaluation process and seeks approval from the Director of Communities, Housing and Environment to award the contract for Steeplejack and Roofing Surveys including Minor Repairs of Multi Storey Flats for Leeds City Council.
- 2 This report is a tender evaluation report as a follow up to the Key Decision report of 13th June 2022 that gave approval to the procurement strategy to undertake a competitive procurement via a restricted tender process. This contract will replace the previous Steeplejack and Roofing Survey contract which was due to expire on 30th September 2022. Since this date any emergency works have continued to be delivered under that arrangement, whilst this new procurement has been concluded. The slight delay has occurred due to competing resources that has not allowed the evaluation of the tenders to be concluded until recently.
- 3 A tender was published on the 5th August 2022 to 12 contractors taken from Constructionline, a Government sponsored list of contractors who have achieved a standard of approval and have completed a self-certified PAS91. The tender submission date was 14th September 2022 and three submissions were received. There was only one tenderer who informed the Council that they could not submit their bid due to unforeseen circumstances. The remainder did not give any reason for not submitting a bid. The tender submissions were scored by an evaluation panel consisting of technical officers from Housing Leeds.
- 4 As per the tender evaluation criteria in the tender documents the three contractors who tendered were scored on a price quality separated approach. This approach required tenderers to obtain a minimum threshold score of 600 points for their quality submission to pass and be carried through to the scoring of the pricing submission.
- 5 Of the 3 tenders only one contractor scored above the required quality threshold overall and was able to be evaluated based on their price. The table below shows whether the tenderer achieved the overall quality threshold.

| Tenderer | Quality Pass/Fail | Tenderer Price for Evaluation Purposes | Rank |
|------------------------------|-------------------|--|------|
| Stroma Specialist Access Ltd | Pass | £282,925.00 | 1 |
| Tenderer A | Fail | N/A | N/A |
| Tenderer B | Fail | N/A | N/A |

- 6 Subsequently the proposal is to award the contract to the lowest priced and only tenderer who submitted a compliant bid that also met the quality threshold.
- 7 The contractor recommended for the contract award is Stroma Specialist Access Ltd. The rates submitted by the contractor have been benchmarked against current and historic industry rates and are deemed to be within acceptable parameters for work of this nature. Further details are included in the confidential appendix 1 from the Commercial QS

What impact will this proposal have?

- 8 This proposal will provide a contractor to carry out surveys and minor repairs to high rise blocks and ensure the buildings concrete and roofs are safe for residents and other contractors potentially working on or around the sites.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 9 The contractor will be engaged on their social value submission throughout this procurement to assist with achieving various social value outcomes which will support inclusive growth.
- 10 The proposed procurement will support Health and Wellbeing by providing safe secure High-Rise Blocks for tenants and operatives working on site. The minor works will also ensure that small areas of damage are repaired before any larger more intrusive damage takes place.
- 11 The procurement will support the Climate Emergency Pillar through several quality questions required to be answered by bidders focussing on sustainability and the environment to ensure that the successful bidder will help to tackle and reduce their impact on the environment.

What consultation and engagement has taken place?

| |
|---|
| Wards affected: |
| Have ward members been consulted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

- 12 No consultation with residents has taken place due to the nature of the service required.
- 13 No consultation with leaseholders is required as there are no cost implication to leaseholders

What are the resource implications?

- 14 Housing Leeds anticipate the requirement for the Steeplejack and Roofing Surveys including minor repairs will cost up to £200K per annum. The contract is proposed to be for a period of 3 years including the option to extend for a further 12 month period.
- 15 Tenders were invited in a competitive environment based on a price/quality separated approach to obtain the best available contractor and price for the Council.

What are the key risks and how are they being managed?

- 16 Risks of procurement challenges will be present in any procurement that is undertaken. In order to manage this, a fully compliant and transparent restricted tender process has been carried out in line with the Contract Procedure Rules to minimise the risk of a procurement challenge.
- 17 Working at height is a risk of this contract, to manage this part of the quality submission and evaluation has been focussed around assessing contractors' proposals on how they will keep operatives safe whilst working at height. This has ensured that bidders and especially the winning bidder have the accreditation and Health and Safety practices in place to ensure they can deliver the works safely for their staff and Council tenants.
- 18 Although the proposed contractor has been sourced from Constructionline, they have also been checked for both technical references from previous delivery of works and including financial checks and due diligence. The contractor proposed for award has been confirmed as financially stable prior to contract award. Records are stored on file for audit purposes.

What are the legal implications?

- 19 This is a Significant Operational Decision and a direct consequence of a key decision taken on 21/6/22 ref D55358 and therefore is not eligible for call in. Other than Appendix 1 – Tender Analysis Report, there are no grounds for keeping the contents of this report confidential under the Access to Information Rules.

- 20 The procurement has been undertaken in compliance with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015, as relevant. The tender has been evaluated in accordance with the evaluation criteria set out in the tender documents. Following the tender evaluation, the successful contractor has been identified as Stroma Specialist Access Ltd.
- 21 The information in Appendix 1 of this report has been identified as exempt/confidential under the Access to Information Rules 10.4 (3). The public interest in maintaining the exemption in relation to the confidential appendices outweighs the public interest in disclosing the information and financial details which, if disclosed would adversely affect the business of the Council and the business affairs of a number of individual companies.

Options, timescales and measuring success

What other options were considered?

- 22 Several framework agreements were explored to see if these could support the procurement of Steeplejack and Roofing Surveys and Minor Repairs to Multi Storey Flats. However, no framework agreements were available to deliver the requirements needed for the service.
- 23 Therefore, the only option available was to carry out the Constructionline restricted tender.

How will success be measured?

- 24 The contract will be delivered with a robust contract management plan in place.

What is the timetable and who will be responsible for implementation?

- 25 The contract Award is planned for November with a start date of 12th December 2022.

Appendices

- Appendix 1 Tender Analysis report (Confidential)

Background papers

- [Authority to Procure report](#)