

Tender evaluation report seeking to award the contract for re-roofing works at Halliday Court in Garforth, Leeds

Date: 2 March 2023

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 and seeks approval to award a construction contract to Tucker and Tunstalls Ltd for the undertaking of roofing works to Halliday Court, Garforth.

Recommendations

The Director of Communities, Housing and Environment is asked to:

- a) Approve the award of a contract to Tucker and Tunstalls Ltd in the value of £449,660.05 to deliver re-roofing works to Halliday Court sheltered scheme, starting in April 2023 and finishing in June 2023.
- b) Recognise that Appendix 1 – Tender Analysis Report – should be designated exempt from publication in accordance with information procedure rule 10.4(3).

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 works contract to Tucker and Tunstalls Ltd to undertake works to re-roof Halliday Court.
- 2 A key decision was approved on 1st December 2022 that approved a procurement strategy and authority to spend in connection with these works.
- 3 In line with the December 2022 key decision report, an open, transparent tender process has been undertaken from Constructionline, a government sponsored list of contractors who have achieved a standard of approval and have completed a self-certified PAS91. Ten contractors who expressed interest via Constructionline were vetted and invited to tender. Six bids were received from Everlast Waterproofing Ltd, Future Roof Leeds Ltd, Houston Group of Companies, Jennings Roofing Ltd, Tucker and Tunstalls Ltd and Watershed Roofing. Their submissions were in line

with the approved tender evaluation criteria as outlined in the Authority to Procure report and tender documentation. Tucker and Tunstalls Ltd have been identified as providing Best Value.

- 4 The bids were assessed on a quality/price separated approach, with a quality threshold of 60% required to be achieved then all that did so would then be evaluated on lowest price. Evaluation was conducted on a consensus basis with the evaluation team consisting of colleagues from Strategy and Investment.
- 5 Following the completion of the quality evaluation, 3 contractors (Contractor D, Contractor E and Contractor F) did not meet the required quality threshold and were therefore not evaluated on price.
- 6 Following the price evaluation, Tucker and Tunstalls Ltd were identified as the successful contractor, achieving Best Value for the Council.
- 7 The combined scores for the three compliant bidders who went on to be evaluated on price were as follows

Bidder	Quality score (Total 1000 points)	Price	Rank
Tucker and Tunstalls Ltd	640 passed	£449,660.05	1
Contractor C	660 passed	£556,170.20	2
Contractor B	780 passed	£676,120.89	3
Contractor D	570 Failed	N/A	Did not achieve quality threshold
Contractor E	190 Failed	N/A	Did not achieve quality threshold
Contractor F	0 Failed	N/A	Did not achieve quality threshold

- 8 The QS has noted that the prices are arithmetically correct and all associated roof work costs have been benchmarked against the pre-tender estimate. Although the rates from Tucker and Tunstalls Ltd are slightly lower than expected, it's believed they are within a satisfactory margin to be sustainable throughout the scheme. Additionally, Tucker and Tunstalls Ltd confirmed that they have included for all elements to facilitate the re-roofing works.

What impact will this proposal have?

- 9 This proposal will address the issue around no further leaks from the roof and should ensure an improvement in energy efficiency for Halliday Court. This will reduce the need for future responsive maintenance to the roof.
- 10 As leaks will be less likely the Residents will have a reduced risk of suffering ill health such as asthma and pneumonia. A wet environment can lead to mould growth and generally poor living conditions.
- 11 Equality, Diversity, Cohesion and Integration (EDCI) impact assessment has been undertaken for this scheme and included as part of the Authority to Procure report. There are not expected to be any negative impacts in relation to the service provision

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

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 12 The works when completed will improve the health and quality of life of residents who are less likely to suffer health conditions related to the leaking roof.
- 13 This scheme helps support tackle the Climate Emergency through improving the current roofing insulation to the most up to date Building Regulation Standards. This will also contribute towards the Council's ambition to reduce fuel poverty

What consultation and engagement has taken place?

Wards affected: Garforth & Swillington

Have ward members been consulted?

Yes

No

- 14 These works are responding to requests from Ward Councillors after numerous complaints from residents of this Sheltered Scheme.
- 15 Consultation and engagement with Procurement and Commercial Services and Housing Strategy & Investment Team (S&I) including the Head of Property Management has taken place throughout the procurement process.
- 16 The Head of Leeds Building Services was consulted as part of Options Appraisal to explore the possibility of delivery the construction project in-house.
- 17 The Local Councillors to the Ward of Garforth & Swillington are supportive of the scheme and in agreement that the works are carried out.

What are the resource implications?

- 18 The procurement has been carried out in an open, transparent and competitive manner and evaluated using the quality price separated approach to identify best value. Due diligence checks have been carried out with positive feedback on the successful contractor including the submission of technical references, insurance certificates, Health and Safety certificates and financial statements to satisfy the Council of the capability and stability of the successful contractor.
- 19 The proposed contract award value for the works of £449,660.05, is within the allocated budget. The decision maker should be satisfied that this represents best value for the Council.
- 20 The contract will be managed by the Housing Strategy & Investment team. A contract management plan will be developed in line with Contract Procedure Rule 3.1.17.

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

- 21 There will be a Project Risk Management Plan in place to assess all associated Project Risks. Risks identified are as follows:
- a) Risk to Tenant & Staff Safety - This is to be mitigated through a robust Health & Safety Plan and on site monitoring.
 - b) Delays to programme - There is a risk that the programme could be delayed once works start on site. This will be managed through close monitoring of progress and continual communication with the contractor to manage and mitigate possible delays.

- c) Supply Chain – Due to nationwide supply chain difficulties for building materials there is a risk that this may cause delays in the construction or that construction may take longer than anticipated. This will be regularly reviewed with the contractor and mitigating action put in place where they are deemed appropriate
- d) Tenant disturbance - There is a risk that tenants will be disturbed during the works. This is to be mitigated by employing a Technical Officer from Leeds City Council and a Tenant Liaison Officer from the Contractor who will carry out meaningful engagement with tenants throughout to reduce any potential impact on them.

What are the legal implications?

- 22 The decision set out in this report is a Significant Operational Decision and is not subject to call-in and flows from the original Key Decision taken on 9th December 2022 giving approval to procure a contractor for the works. Except for the Tender Analysis Report (Appendix 1) which is to be kept confidential, there are no other grounds for keeping the contents of this report confidential under the Access to Information Rules.
- 23 Appendix 1 information 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 outweighs the public interest in disclosing the information and financial details, which could adversely affect the business of the Council and the business affairs of several individual other companies.
- 24 The procurement has been undertaken in line 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 and following an evaluation process, Tucker and Tunstall Ltd have been identified as the successful contractor

Options, timescales and measuring success

What other options were considered?

- 25 Other options for this scheme were considered as part of the Authority to Procure report

How will success be measured?

- 26 Key benefits will include improved resident satisfaction with their environment as well as improved physical and mental wellbeing for the residents. These can be measured through the housing STAR tenant survey carried out every two years.

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

- 27 It is expected the contract duration is to be 12 weeks, with an intended start in April 2023 and all works are expected to be completed by the end of June 2023. The works will be managed on site by Strategy and Investment.

Appendices

- Appendix 1 – Tender Analysis Report (Confidential)

Background papers

- Key decision report [D55818](#)