

Proposed procurement strategy under CPR 3.1.7 for suspended ceilings and partition walls for Leeds Building Services

Date: 21st April 2023

Report of: Head of Leeds Building Services

Report to: Director of Resources

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

This report seeks authority under CR 3.1.7 to carry out a competitive tender for suspended ceilings and partition walls in housing and civic properties for Leeds Building Services.

This framework agreement will contribute to the Council's ambition of improving housing standards for residents by providing essential improvement works and safe communal areas with suspended ceilings and fire safe partition walls.

This framework agreement will support with carrying out suspended ceiling works and partition walls in civic buildings across Leeds.

Recommendations

- a) The Director of Resources in line with CPR 3.1.7 is requested to approve the procurement strategy to competitively procure a framework agreement to carry out suspended ceiling and partition wall works to housing and civic buildings for Leeds Building Services. This framework agreement will be for a period of 2 years with the option to extend up to a further 2x12 months at an estimate value of £200,000 per annum.

What is this report about?

- 1 This report seeks to gain approval in line with CPR 3.1.7 to carry out a procurement for suspended ceilings and partition walls in housing and civic properties.
- 2 This report will outline the tender strategy and works to be carried out by the contractor and why this framework agreement is required by Leeds Building Services (LBS).
- 3 LBS do not have sufficient directly employed internal resources to deliver suspended ceiling and partition wall installations, therefore LBS require external contractor support.

What impact will this proposal have?

- 4 This proposal will provide contractors to carry out suspended ceiling design, installation and design and installation of partition walls, in both housing and civic properties. The contractors will support planned and responsive works across the city to design suspended ceilings in civic buildings such as Offices, Leisure Centres, Libraries and communal areas in housing properties.
- 5 The suspended ceiling systems will include standard systems, metal interlocked or fibre tile solutions, with soundproofing included in high impact ceilings. Contractors will carry out design and installation of partition walls in similar civic buildings and communal housing areas which will include the use of either metal and timber systems with soundproofing and provide a fire barrier.
- 6 The proposal is to appoint two contractors to the framework agreement on a ranked basis, with 1st place awarded all works they can accept under £25,000. Works above £25,000 will be tendered as a mini competition between at least 3 contractors including 1st and 2nd ranked contractors. This will ensure that value for money is sought for these individual works.
- 7 The tender will be carried out using the price quality separated approach with contractors asked a number of quality questions with a minimum overall threshold. If contractors pass the quality element they will be assessed on a price only basis.

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

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 8 The proposed procurement will support Health and Wellbeing by providing safe suspended ceilings in communal areas reducing noise to tenants in surrounding properties and partition walls will provide safe spaces in areas with noise reduction and fire barriers.
- 9 The procurement will use social value themes measure and outcomes to support inclusive growth in the Leeds city region.
- 10 The procurement will support the zero-carbon policy through quality questions that the contractor will be required to answer on their plans during this framework agreement to reduce their carbon emission and support Leeds City Council in its ambition towards zero carbon.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?

Yes

No

- 11 Consultation has taken place with Procurement and Commercial services (Construction and Housing), Executive Member for Resources, Trade Union Colleagues and LBS staff.

What are the resource implications?

- 12 Leeds Building Services estimate the framework agreement value per annum to be £200,000. The framework agreement is proposed to be for a period of 2 years with the option to extend for up to a further 2 x 12 months, so £800,000 in total over the 4 years.
- 13 It is proposed that a restricted tender be carried out through the open market via YORtender. Potential interested contractors will be required to complete a PAS91, to demonstrate their insurance, financial standing, health and safety, safeguarding and references for similar works as part of the selection process.

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

- 14 Risk of procurement challenge are present in any procurement that is undertaken. To minimise this, a fully compliant and transparent tender process will be carried out.
- 15 There is a risk that insufficient tenders are received for the opportunity. To mitigate this risk an expression of interest to engage the market and obtain interest for the opportunity has been undertaken. This has resulted in 21 contractors being interested. In addition, during the tender period the Council will engage with tenderers so as to ensure they are able to submit the require documents as part of their tender submission by the tender deadline.

What are the legal implications?

- 16 This procurement will be undertaken in line with Council Contracts Procedure Rules and to ensure fairness, transparency and the achievement of value for money.
- 17 This is a key decision and as such is eligible for call in. There are no grounds for keeping the contents of this report confidential under Access to Information rules. This procurement was added to the list of forthcoming key decisions on 24th April 2023.

Options, timescales and measuring success

What other options were considered?

- 18 Several framework agreements were explored to see if these could support service requirements. However, there were no specific frameworks to support the design and installation of suspended ceilings and partition walls.
- 19 Therefore, the only option available is to carry out a restricted tender via the open market on YORtender.

How will success be measured?

- 20 KPI's will be in place which will contribute to measuring the success of this framework agreement.
- 21 The framework agreement will be delivered with a robust contract management plan in place.

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

- 22 Tender published May 2023
- 23 Contract award July 2023
- 24 Contract Start August 2023

Appendices

- N/A

Background papers

- N/A