

Report for Authority to Tender for the Minor Works Contractor Framework 2025 to 2027

Date: November 2024

Report of: Assistant Engineer Procurement

Report to: Chief Officer, Highways & Transportation

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 the approval of the Chief Officer, Highways and Transportation to tender the Minor Works Contractor Framework 2025 to 2027.

The current contract expires on the 6th June 2025 with no further extensions available.

Tendering this framework will ensure that the Highways and Transportation Service can continue to deliver infrastructure projects and maintenance works as part of its Capital and Revenue Programmes.

Recommendations

- a) The Chief Officer (Highways and Transportation) is requested to approve the authority to tender for the Minor Works Contractor Framework following the expiration of the current contract on the 6th Jun 2025.

What is this report about?

1. This report seeks the approval of the Chief Officer (Highways and Transportation) to tender for the Minor Works Contractor Framework following the expiration of the current contract on the 6th June 2025.
2. Colleagues from Highways and Transportation have identified the need for the framework to be in place to deliver small through to large infrastructure schemes. Further to this, consultations have taken place with Council Officers from Yorkshire Highway Alliance Member Council to confirm their interest to be included in this proposed framework.
3. In order to improve the flexibility of the framework to deliver lower value schemes as well as larger, complex projects it is proposed to split the framework in to three separate lots. This will include one Lot to provide assistance with winter maintenance operations:
 - LOT 1 (NEC4 Options A, B or E) – orders to an estimated value of up to £150k (maximum of four contractors appointed);
 - LOT 2 (NEC4 Options A, B, C, D and E) – orders with an estimated value between £150k and £2m (maximum of four contractors appointed);

- LOT 3 (NEC4 Option B) – provision of Winter Maintenance Drivers, Operatives and Machinery to afford the Authority flexibilities toward a blended approach of business as usual functions. (maximum of four contractors appointed).
4. Tender submissions will be assessed based on Price 40% and Quality 60% to obtain the most advantageous contractors for each LOT.
 5. The majority of works issued through the framework will use Option B using the tendered pricing schedule. The pricing schedule has been reviewed and updated to reflect changes in the specification and selection process. For complex and higher value schemes within LOT 2, a mini-tendering exercise will be carried out. Contractors will be provided with the basic bill of quantities for the works (based on the tendered pricing schedule) but will be required to price separately traffic management, preliminaries and a balancing percentage item for each scheme. The balancing item can be a plus or minus percentage to allow for inflation or third-party delays for example, but this list is not exclusive. The Contractor submitting the most competitive mini-tender will be offered the work. For works under Lots 1 and 3 using the tendered pricing schedule works will be awarded based on price, availability and performance.
 6. The initial contract period is for two years with the option to extend based on satisfactory performance for a further two years. Should the contract be extended to the maximum duration of four years the total estimated value of the framework is £100,000,000.00.

What impact will this proposal have?

7. The framework will contribute to the city and the Council’s ambitions by aiding in delivering the capital and revenue programmes of the Highway Authority but also in overseeing the delivery of planned infrastructure whilst addressing the key pillars within the Council Plan.

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

- Health and Wellbeing Inclusive Growth Zero Carbon

8. Highways & Transportation will continue to plan and implement a range of schemes of varying size to improve and maintain key routes throughout the city. These schemes are designed to promote active travel, reduce congestion, and ensure that the city remains an accessible place to be.
9. As part of the tender process, suppliers will need to demonstrate their commitment in line with EDCI requirements as set out within their Social Value commitment. EDCI screening assessment has been completed for the framework and it is not necessary to carry out an impact assessment at this stage. Specific EDCI screening and impact assessments will be carried out at call-off level.

What consultation and engagement has taken place?

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

10. Highways & Transportation colleagues and the other authorities within the Yorkshire Highway Alliance have confirmed their need for this framework to be tendered.

What are the resource implications?

11. The successful Tenderers will be given the opportunity to review their rates in accordance with the relevant Building Cost Infrastructure Service (BCIS) indices on an annual basis. Any increase will be capped in accordance with these indices, however there will be greater emphasis to encourage contractors to offer cost savings.
12. The tendering of this framework will ensure that Highways and Transportation continues to have access to contractors who are able to deliver small through to large infrastructure schemes in

accordance with the Council's own terms and conditions, including social value and the climate emergency.

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

13. The absence of a framework for minor works would mean that individual tenders for such work would need to be sought, resulting in longer tender periods and staff time, as well as possible underspending of budgets.

What are the legal implications?

14. This is a Key decision due to the value of works that could be ordered through the framework and is subject to Call In. There are no specific legal implications arising from this report. All activities relating to the proposed framework have been executed strictly in accordance with the Council's Contract Procedure Rules.

Options, timescales and measuring success

What other options were considered?

15. The tender of this framework is an efficient method of providing the Highways & Transportation section with resources to complete infrastructure projects and programmes as part of its capital and revenue programmes.

How will success be measured?

16. Success will be measured over the life of the framework and how effective the framework is in the delivery of a planned infrastructure programme and Social Value performance.
17. The Procurement team's portfolio management colleagues will monitor the framework in order to achieve high levels of efficiency, cost effectiveness and quality to ensure maximum performance in line with the KPI targets and contract management policies of the Council. They will also liaise with the Social Value teams and the Supplier to ensure delivery on social value commitments.

What is the timetable and who will be responsible for implementation

18. The Highways Procurement team will be responsible for the implementation of the tender, working with the Procurement and Commercial Services team, to ensure that a suitable framework is in place before the expiration of the current contract on the 6th of June 2025.

Appendices

- Appendix 1 – EDCI screening document

Background papers

- n/a