

REPORT TO: Executive Board

DATE: 14 June 2018

REPORTING OFFICER: Strategic Director, Enterprise, Community & Resources

PORTFOLIO: Resources

SUBJECT: Term Contract Tender for Professional Services

WARDS: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 The purpose of the report is to notify members that the Operational Director, Economy, Enterprise and Property, has given approval to proceed with a procurement process with regards to the provision of a professional services term contract, for a complete design service to include architects, quantity surveyors, building surveyors, structural, mechanical and electrical engineers, for building works across the Borough.

2.0 RECOMMENDATION: That Members note that a procurement process will be entered into via The Chest, with the purpose of securing a professional services term contract for a complete design service for building works across the Borough.

3.0 SUPPORTING INFORMATION

3.1 The current professional services term contract for design will end on the 16th November 2018. There is, therefore, a requirement to make arrangements to secure a new contract which will commence from the 17th November 2018.

3.2 It is proposed that the contract term will be three years with the option for the Council to award a one year extension. The tender process will begin in June/July 2018, with a contract commencement date of 17th November 2018.

3.3 The anticipated annual value of the contract is £275K giving a total value of £1.1M over the maximum contract term of four years. This figure is above the OJEU threshold; as such the contract is subject to European procurement rules and will be tendered accordingly. The open tender procedure will be used.

- 3.4 The tender submissions will be evaluated on both price and quality; this being on a 30% price, 70% quality ratio and the most economically advantageous tender will be reported to this Board.

4.0 POLICY IMPLICATIONS

- 4.1 The method of procurement fits with the Council's procurement policy, the tender being carried out in conjunction with the Procurement Centre of Excellence, using "The Chest" procurement portal.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The above contract will ensure that the design of projects will continue to be delivered in a cost effective manner. The cost of the works that will be procured through this contract will be met from approved Council budget allocations.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

The professional services contract will ensure that design services meet with the Council's priorities.

6.2 Employment, Learning and Skills in Halton

The professional services contract will ensure that design services meet with the Council's priorities.

6.3 A Healthy Halton

The professional services contract will ensure that design services meet with the Council's priorities.

6.4 A Safer Halton

The professional services contract will ensure that design services meet with the Council's priorities.

6.5 Halton's Urban Renewal

The professional services contract will ensure that design services meet with the Council's priorities.

7.0 RISK ANALYSIS

Failure to enter into this contract would mean that on the expiry of the existing professional services contract, the appointment of design consultants would have to be carried out on an ad-hoc basis, this would not offer the Council the best value for money. This ad-hoc approach

could also potentially delay the delivery of works to Council facilities.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Ensures that the Council facilities are accessible in line with the Equality Act.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None