

REPORT TO: Executive Board

DATE: 19 September 2019

REPORTING OFFICER: Strategic Director, Enterprise,
Community & Resources

SUBJECT: Term Maintenance Contracts

PORTFOLIO: Resources

WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to seek Member approval to proceed with a procurement process with regards the provision of term maintenance and minor works contracts for mechanical, electrical and building elements for use across the Borough.

2.0 RECOMMENDATION: That Members approve that a procurement process be entered into via The Chest with the purpose of securing maintenance and minor works contracts for mechanical, electrical and building elements for use across corporate and school buildings Borough-wide.

3.0 SUPPORTING INFORMATION

- 3.1 The existing maintenance and minor works term contracts for mechanical, electrical and building elements all come to an end on 31 May 2020.
- 3.2 It is proposed that the new arrangements are set up for a 3 year period with the potential for upto a 1 year extension subject to satisfactory performance to mirror the current arrangements.
- 3.3 The tender submissions will be evaluated on both price and quality, this being based on a 40% cost, 60% quality ratio, the quality element being broken down further into 35% based on the submission & 25% based on an interview. The above evaluation process will ensure that the Council enters into a contract or contracts which obtains the most economically advantageous terms for the authority.

- 3.4 Based on previous expenditure it is anticipated that the total annual value of the contracts is likely to be up to £2m thus making the value of a 3 year + 1 year contract up to £8m. This figure is above the OJEU threshold as such it will have to be procured via an EU open tendering procedure in accordance with the European procurement rules.

4.0 POLICY IMPLICATIONS

- 4.1 The method of procurement fits with the Council's procurement policy, the tender process being carried out in conjunction with guidance from the Procurement Team, using 'The Chest' procurement portal.
- 4.2 The above will also help with the delivery of the department's aims and objectives which amongst others are to 'manage the Council's land and property portfolio in a safe, cost effective and fit for purpose condition' and to contribute to increasing the number of Halton residents in employment.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The cost of the works will be met from a variety of existing budgets, including Property Services repairs and maintenance budget, individual schools budgets, together with various capital budgets.
- 5.2 The above contracts will ensure that we continue to deliver the maintenance and servicing of plant and equipment within the authority's buildings in a cost effective manner which will enable us to provide fit for purpose accommodation for staff and public alike.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None

6.2 Employment, Learning and Skills in Halton

The letting of these contracts will help contribute to the employment within the Borough as we are building into the contract clauses to encourage the providers to employ Halton residents on the strength of the contracts.

6.3 A Healthy Halton

None

6.4 A Safer Halton

None

6.5 Halton's Urban Renewal

None

7.0 RISK ANALYSIS

Failure to put replacement contracts in place by 1 June 2020 could potentially leave the Council without any contractors to carry out essential maintenance works to our buildings which may have serious consequences for the ongoing safe operation and running of our premises.

8.0 EQUALITY AND DIVERSITY ISSUES

None

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

None.