

REPORT TO: Executive Board

DATE: 1 October 2015

REPORTING OFFICER: Strategic Director People & Economy

PORTFOLIO: Resources

SUBJECT: Term Maintenance Contracts

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 & Property has given approval to proceed with a procurement process with regards the provision of corporate term maintenance and minor works contracts for mechanical, electrical and building elements for use across the Borough.

2.0 RECOMMENDED: That the Board note that a procurement process will 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 the Borough.

3.0 SUPPORTING INFORMATION

3.1 The existing maintenance and minor work term contracts for mechanical, electrical and building elements across the borough will all have come to an end by 1st June 2016.

3.2 The existing arrangements allow for six separate contracts, one each for each discipline for both Widnes and Runcorn. It is proposed that the tender documents for the new arrangements will comprise of three contracts covering the borough complete.

3.3 It is proposed that the new arrangements are set up for a 3 year period with the potential for up to a 1 year extension subject to satisfactory performance. The anticipated tender date is circa 11th December 2015 with the anticipated commencement date being 1st June 2016.

3.4 The tender submissions will be evaluated on both price and quality, this being on a 60% price, 40% quality ratio.

3.5 Based on previous expenditure it is anticipated that the annual value of the contracts in total is likely to be in the region of £1.75m thus making

the value of a 3 year contract in the order £5.25m. This figure is above the OJEU threshold as such the contract is subject to European procurement rules and will be tendered accordingly. The restrictive procedure will be used whereby expressions of interest are obtained which are then assessed, a tender list of circa 6 contractors in each category then being selected.

- 3.6 The cost of the works will be met from existing budgets, this being a combination of the Property Services repairs and maintenance budget together with other revenue and capital budgets where appropriate.

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 the Procurement Centre of Excellence, using 'The Chest' procurement portal.

5.0 OTHER IMPLICATIONS

- 5.1 The above contracts will ensure that we continue to deliver the maintenance and servicing of plant and equipment within the authorities' buildings in a cost effective manner which will enable us to provide fit for purpose accommodation for staff and public alike.
- 5.2 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.

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

- 7.1. These contracts are being procured as the existing arrangements are coming to an end. Failure to ensure new contracts are in place will potentially leave us liable to higher costs due to not having gone through a competitive process since the existing contracts were awarded 4 years ago.

8.0 EQUALITY AND DIVERSITY ISSUES

None

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

None.