

Name of decision maker: Elliott Brooks

Service Area: Strategic Housing

Title of Decision: Award of contract for Employers Agent Services for 3 sites for the Council's New Build Programme.

Decision made and reasons:

Decision:

To approve that:-

A contract is awarded to John Lester Partnerships to provide Employers Agent Services in respect of the development sites (Wood House, Able House and Stationers Place) as part of the Council's New Build Programme.

Reason:

John Lester Partnerships provided the most economically advantageous tender in regards to the evaluation criteria for this tender requirement which best meets the Council's expectations.

Reports considered:

Procurement report attached below

Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Group Manager – Strategic Housing

Group Manager – Commissioning, Procurement & Compliance

Assistant Director – Housing

Corporate Director – Housing and Regeneration

Financial Comments:

I can confirm budget of £70K has been approved at Full Council on 14/01/15 for this piece of work.

Monitoring Officer Comments:

I can see no reason why this award of contract cannot proceed.

S151 Officer Comments:

No comments to add.

Implications:

Value for Money:

The tender was evaluated against criteria headings including Price & Quality and looked for evidence of skills & experience, risk management and value engineering. This ensures that the Council does not look solely at the lowest priced tender, but takes into account other aspects of the requirement to ensure true value for money.

Financial:

The successful tendered price is fixed at £69,502.90 and was the lowest priced tender.

There was originally insufficient budget to fund this commission and a separate report was presented at Cabinet on 25 November requesting approval for additional development budgets to fund the Employers Agent role for Able House, Stationers Place and Wood House schemes. Cabinet referred this decision to Full Council and

approval was granted at the Full Council meeting on 14 January 2015.

Risk:

If the contract for these requirements is not awarded, then the cost, quality and delivery of the new build homes by the contractor could be jeopardised.
The Council does not have the capacity to undertake these roles themselves.

Officer Signature:

Date:

Procurement Report

The Council undertook a Non-OJEU tendering process utilising the open procedure for the provision of Employers Agent Services for 3 development sites on the Council's New Build programme.

An advert was placed on the Council's e-tendering portal and Contracts Finder. Expressions of Interest were received from 30 organisations, which resulted in 14 bidders submitting proposals.

- Macegreen Consulting Ltd
- Welling Partnership property and construction consultants
- John Lester Partnership Ltd
- Sweett (UK) Limited
- BPM Project Management Ltd
- Arcus Consulting LLP
- Pulse Associates Limited
- Potter Raper Partnership
- Pellings LLP
- rg+p Limited
- Ian Sayer & Co
- Faithorn Farrell Timms
- Robinson Low Francis LLP
- John Rowan and Partners LLP

The bids were evaluated against pre-determined award criteria, which included:-

Evaluation Criteria	Sub Headings	Sub Headings Weighting	Overall Score	Evaluation
Price	Fixed price for the work identified in the ITT documentation	100 marks x weighting of 40	40%	Tender Document
Quality	Evidenced that you have acted in the capacity of an Employers Agent for either a Local Authority or Registered Social Landlord on a scheme which comprise of a minimum of 30 units within the last 3 years.	Pass/Fail	60%	Tender Document
	Demonstrating your expertise in monitoring a design concept by a design & build contractor	5 marks x weighting of 5		
	Set out the means and methods by which you will meet the project programme	5 marks x weighting of 5		
	Demonstration of the skills and expertise of the people who will be delivering this commission, the managerial arrangements and the communication arrangements	5 marks x weighting of 5		
	Outline your approach to risk management.	5 marks x weighting of 3		
	Outline your approach to Value Engineering and Value Management including references to projects of a similar size and nature	5 marks x weighting of 2		

Evaluation Methodology

The first evaluation criteria Price (being the full break down of costs) will be assessed quantitatively by applying the following formula:

Lowest submitted tender costs divided by submitted tender costs multiplied by the maximum number of marks multiplied by overall weighting.

All other criteria will be assessed qualitatively using the scale shown in the table below. Each of these criteria will be scored out of 5 and multiplied by the attributed weighting. The points will be awarded as follows:

Qualitative Scoring Guide

Score	Guide for Awarding Score
5	Very good response against the requirements of the project and exceeds the Council's expectations in major areas.
4	Good response against the requirements of the project and meets the Council's expectations in all material respect.
3	Response meets an acceptable standard in all material respects but falls short of the Council's expectations and/or has minor impact on cost and/or minor risk transfer to the Council.
2	Poor response which falls short of meeting an acceptable standard in some respects and/or falls short of the Council's expectations and/or has a material impact on cost and/or material risk transfer to the Council.
1	Very poor response which fails to meet an acceptable standard in some material respects and/or which fails to meet the Council's expectations in major areas and/or has a significant impact on cost and/or significant risk transfer to the Council.
0	No response submitted or a substantially incomplete response submitted or a response which cannot be accepted by the Council.

The following table shows the evaluation scores of the bidders for Lot 1:

Bidder	Price		Quality		Overall	Ranking
	Marks	%	Marks	%		
John Lester Partnerships	100.00	40.00%	20.00	48.00%	88.00%	1 st
rg+p Ltd	85.20	34.08%	19.00	45.00%	79.08%	2 nd
Pellings LLP	64.21	25.68%	22.00	52.80%	78.48%	3 rd

Robinson Low Francis	55.77	22.31%	22.00	54.00%	76.31%	4 th
Arcus Consultancy	63.64	25.45%	21.00	49.80%	75.25%	5 th
Potter Raper	39.01	15.61%	20.00	48.00%	63.61%	6 th
Fairthorn Farell Timms	36.76	14.70%	20.00	48.00%	62.70%	7 th
Welling Partnership	51.68	20.67%	18.00	42.00%	62.67%	8 th
John Rowan & Partners	28.71	11.48%	21.00	49.80%	61.28%	9 th
Sweett (UK) Ltd	35.99	14.40%	19.00	46.80%	61.20%	10 th
BPM Project Management	40.16	16.06%	18.00	43.80%	59.86%	11 th
MaceGreen Consulting	26.59	10.64%	19.00	46.80%	57.44%	12 th
Ian Sayer & Co	43.69	17.47%	16.00	37.80%	55.27%	13 th
Pulse Associates	N/A	N/A	N/A	N/A	N/A	N/A

Pulse Associates did not provide any evidence that they have acted in the capacity of an Employers Agent for either a Local Authority or Registered Social Landlord on a scheme which comprise of a minimum of 30 units within the last 3 years. For that reason they failed the pass/fail criteria and their submission was not scored.

Recommendation

The recommendation based upon the evaluation scores above is to award the contract to John Lester Partnerships.