

WAVERLEY BOROUGH COUNCIL

HOUSING OVERVIEW & SCRUTINY COMMITTEE

30 JANUARY 2018

Title:

REPAIRS AND MAINTENANCE PROCUREMENT PROJECT UPDATE

**[Portfolio Holder: Cllr Carole King]
[Wards Affected: all]**

Summary and purpose:

To advise the committee of the progress made against the project plan to procure a range of repairs and maintenance contracts for April 2019.

How this report relates to the Council's Corporate Priorities:

The report predominately relates to the priorities of Customer Service and Value for Money however elements also support Community Wellbeing and Environment,

Financial Implications:

The project has been included in the budget process and resourced accordingly. Efficiencies are being sought through the procurement.

Legal Implications:

The Legal Services Team are represented on the project team to ensure all legal procedures and processes are followed correctly, including the OJEU process and completion of new contracts. External specialist legal advice will be sought where necessary.

Introduction

1. Members will recall that the current contracts are due to end Spring 2019 or extend for a further seven years. After a detailed options appraisal recommendations were made to the Executive
2. In April 2017 the Executive agreed the new procurement project for the repairs and maintenance service. The project was split into three elements:
 - responsive repairs and voids
 - planned works (two lots - kitchen and bathrooms, windows and doors), and
 - building works framework for a range of minor contracts (four lots - redecoration, roofing, drainage and general building work)

Progress to date

3. The Housing Service appointed Faithorn Farrell Timms consultants (FFT) to provide support and expert advice for the procurement project. A cross service

Project Team and Governance Board were also created to implement and monitor the project including risks and communications.

4. The project has been progressing well with key events completed during 2017.

Key event	Project timeline	Completed	Comments
Prior Information Notice issued	May	May	Over 50 expressions of interest in market testing
Soft Market testing	May/June	May/June	Tenant, staff and potential contractors views gained to inform documents
Document development	June/July	September	Slight delay but no impact overall project timeline. Slippage time was built into the project plan.
SQ evaluation	October	November	Responsive repairs and voids - 14 applications nine invitations to tender Planned works Lot 1 (kitchen and bathrooms) - 18 applications six invitations to tender Planned works Lot 2 (windows and doors) - 10 applications five invitations to tender Framework (four lots) - 23 submissions 19 invitations to tender
Tender invitation	November	December	Additional time built in to response date for Christmas period
Tender evaluation	December to February		Dates booked: w/c 22 January w/c 12 February and w/c 26 February Tenant volunteers invited to assess tenant engagement questions

Next Steps

5. The project team will focus on the tender evaluation over the next three months to ensure the comprehensive assessment of all applications.
6. The Head of Housing and Portfolio Holder for Housing have delegated authority to select the contractors. Planned works and framework contractors will be selected in

June. Following interviews and negotiation with responsive repairs and voids contractors the main contractor will be selected in July 2018.

7. This provides a significant mobilisation period to set up the contract arrangements before the contracts commencement in April 2019.
8. High level project timeframes can be found at Annexe One for the Responsive repairs and voids procurement and Annexe Two the planned and framework.

Conclusion

The Project team and FFT have successfully kept to the project plan achieving all key project milestones. The team are well placed to commence the evaluation of tenders.

Recommendation

The Committee are asked to scrutinise the progress against the project plan and make any observations to the Executive.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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