

CONTRACT AWARD AUTHORISATION

Title: Award of Contract for Asbestos Removal and Remedial Services

Person Authorising Award: Richard Protheroe – Interim Strategic Director

Decision has been included on Forward Plan?:

Yes

Decision is Urgent i.e. permission to waive the call-in rules is sought:
No

If 'Yes' the reason for urgency is:

Decision: That Aspect Contracts Ltd is awarded the Asbestos Removal and Remedial Services Contract based on Price/Quality evaluation carried out by council officers and NHC Framework

Reasons for the Decision: See attached information

Other Options considered:

Declaration of Interest: None

Dispensations granted by Standards Committee: None

Authorisation

Having considered the attached report and with regard to all relevant considerations, I authorise the above decision.

Signed:

SIGNATURE REDACTED

Position:

Interim Strategic Director

Name:

Richard Protheroe

Date:

12/07/19.

CONTRACT AWARD: ASBESTOS REMOVAL AND REMEDIAL SERVICES

1 PURPOSE

- 1.1 To seek approval to award the Council's Asbestos Removal and Remedial Services contract to the preferred supplier.

2 RECOMMENDATIONS

That Aspect Contracts Ltd is awarded the Asbestos Removal and Remedial Works contract based on Price/Quality evaluation carried out by council officers and NHC Framework.

3 BACKGROUND

- 3.1 Asbestos removal and remedial works are a critical activity which links into all works programmes and SBC's duty of care in relation to the management of tenants, contractors and SBC staffs wellbeing where the requirement for asbestos removal and remedial works have been identified.
- 3.2 A new contract for asbestos removal has been procured through the Northern Housing Consortium procurement framework - Asbestos Management Services, Lot 2: Non-Licensed Removal and Licensed Removal and disposal Remedial Work, Consultancy.

All suppliers on the framework have already undergone significant assessment and evaluation as part of the framework award process at both Pre-Qualification Questionnaire (PQQ) and framework stage.

The contract will provide asbestos removal and remedial works services for both the councils housing stock, garages and corporate buildings.

All suppliers appointed to Lot 2 on the consortia framework were invited to tender through a mini competition.

Invites to tender were issued through the NHC framework on the 29th April 2019. A return date of 12.00 noon on the 28th May 2019 was set.

The tender document required the pricing of a schedule of rates and dayworks items. The price element of the tender was assessed using a cost model to approximate as closely as possible the likely expenditure.

The tender evaluation was based on 60% quality and 40% price in line with the requirements of the framework.

The price evaluation was carried out by the NHC consortia and the tender prices have been compared by the procurement consortia against the framework ceiling prices to ensure they are in line with the original procurement of the framework. The tender prices were included in the NHC evaluation model.

The quality method statements were evaluated by staff from Housing Property Services. The consensus scores were included in the NHC evaluation model.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

4.1 Awarding the contract to the preferred supplier

4.1.2 The Council should award the asbestos removal contract to Aspect on the basis of quality and price. The table below details the results of the combined price and quality evaluation and the overall scores achieved.

Supplier	Quality Score (60%)	Quality Ranking	Price Score (40%)	Price Ranking	Total Score	Ranking Total Score
Aspect	49%	1	40%	1	89%	1

4.2 The contract is expected to:

Start: 1st October 2019

End: 30th September 2022

5 IMPLICATIONS

5.1 Financial Implications

5.1.1 As part of the 2019/20 budget setting process an overall annual budget of £349,480 for HRA Asbestos Management Services (removal and surveying) and an unfixed amount for General Fund properties has been included. The budget is provisional as the level of removal and remedial works required is dependent on the volumes of asbestos materials identified for removal.

5.1.2 The estimated maximum contract value is to be set at £500,000 (which includes the initial 3 years and the optional 4th year) although no specific value of work is guaranteed. The contract value is based on the anticipated volumes of removals required over the term of the contract.

5.2 Legal Implications

- 5.2.1** The appointment of Aspect satisfies the duty of care placed upon SBC in relation to a proactive approach to asbestos removal.
- 5.2.2** A formal agreement with Aspect will be entered into based on the standard terms of the framework.

5.3 Risk Implications

- 5.4.1** The council has a duty to ensure that all asbestos removal works undertaken meet the requirements of the relevant legislation. The removal of asbestos is extremely high profile. Failure to ensure that asbestos removal is carried out by a suitably accredited supplier could result in damage to reputation and potential prosecution.

The appointment of an asbestos removal contractor mitigates this risk to a low level.

5.4 Service Delivery Implications

- 5.4.1** The appointment of an asbestos removal contractor will ensure that unnecessary delays in delivery of work programmes is prevented, where removal of asbestos is required.

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution <http://www.stevenage.gov.uk/content/committees/96416/Part4E-Overview-and-Scrutiny-Procedure-Rules-updated-October-2016.pdf>)

Subject: Award of Asbestos Removal and Remedial Works Contract <i>(Please use the same title as provided in the Forward Plan)</i>	
Staff Contact: Brigid Bradley	Executive Member: Jeanette Thomas
Tel: 2478	Portfolio: Housing, Health and Older People

1. **Decision**
That the Strategic Director – Richard Protheroe authorises the award of the contract for Asbestos Removal and Remedial Works to Aspect Contracts Ltd

2. **Reasons for the decision**
As per attached contract award authorisation report and signed contract award form

3. **Alternative options considered and rejected ²**
No

4. **Consultation**
 - (a) **Comments of Executive Member ^{3 4}**
n/a contract value under £1m

 - (b) **Comments of other consultees ⁵**
n/a

5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**
Signed: **SIGNATURE REDACTED**
Title: **ASBESTOS MANAGEMENT OFFICER** Date: **15/7/19**

6. **PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION**

¹ for guidance see Borough Solicitor's note "Taking Decisions"

² details of any alternative options considered and rejected by the officer at the time the decision was made

DECISION RECORD

³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.