

	<p>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER</p> <p>In consultation with the Chairman of Children, Education & Safeguarding Committee</p>
<p>Title</p>	<p>Rewiring Works at Sunnyfields School – Acceptance of Tender</p>
<p>Report of</p>	<p>Chris Munday, Commissioning Director – Children’s Service</p>
<p>Wards</p>	<p>Hendon Ward</p>
<p>Status</p>	<p>Public</p>
<p>Enclosures</p>	<p>Appendix A – List of successful contractor and scoring assessment</p>
<p>Officer Contact Details</p>	<p>Bruno De Souza, Building & Compliance Surveyor (Electrical) bruno.desouza@barnet.gov.uk Tel: 020 8359 4569</p>

Summary

The existing electrical installation at Sunnyfields School has reached the end of its serviceable life and consequently it has been prioritised in accordance with the Council’s Children’s Service programme and verified by the Building Services Team.

The designs were undertaken in accordance with the latest DfE standards.

The work includes renewal of the electrical installation comprising the lighting, power, mains distribution and lightning protection system.

The works are scheduled to take place on site between July 2015 and September 2015.

Five contractors were invited to tender and all but one responded accordingly. They were scored and assessed based on two main criteria: price 60% and quality 40%. All details are set out in Appendix A.

Decisions

1. That the Officer approves the award of rewiring works contract at Sunnyfields School to the supplier listed in Appendix A
2. That Legal issue a letter of intent to Raytell Electrical Company Limited to commence works in order to achieve completion by early September 2015.
3. That subject to the completion of legal and all other documentation, the Council enters into a Model Form of General Conditions of Contract MF/1 with Raytell Electrical Limited for the rewiring works at Sunnyfields School in the sum of £186,743.93 (plus VAT).

1. WHY THIS REPORT IS NEEDED

- 1.1 The above mentioned works have been classified as high priority and a procurement exercise has been undertaken in order to award a contract to the winning contractor to execute the works as summarised in the Appendix A.

2. REASONS FOR DECISIONS

- 2.1 The existing electrical installation at Sunnyfields School has reached the end of its serviceable life and consequently it has been prioritised in accordance with the Council's Children's Service programme and verified by the Building Services Team.

3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3.1 There were no alternative options considered.

4. POST DECISION IMPLEMENTATION

- 4.1 Once the decision has been approved, a letter of intent will be issued to the successful contractor, followed by a Purchase Order. A Contract will also be drawn up which will be signed and sealed. The Contractor will, following the mobilisation phase, start works on site. The mobilisation phase will start a few days before the official start date which is 24th of July 2015.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

The Corporate Plan 2015-2020 has the corporate priority "Barnet's schools will be amongst the best in the country, with enough places for all, and with all children achieving the best they can ..."

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 The funding for this scheme has been approved in the Children's Education, Libraries & Safeguarding Capital Programme and a budget of £267,000 has been allocated for this project.

Five companies were sent invitations to quote in line with the Council's Contract Procedure Rules. The award criteria has been selected on 60% price and 40% quality to ensure a value for money solution.

Four bidders invited to quote submitted quotations and were assessed, however, one company declined to tender. The quotes and overall scores are listed in Appendix A.

- 5.2.2 The contract will cover the electrical works within the above school property and this will be managed by the Building Services Team within the Customer and Support Group - Estates.

5.2 Legal and Constitutional References

- 5.3.1 The works are not subject to the EU Procurement Regulations that require Europe-wide advertising as the contract value is below the threshold. At this level of spend, it is acceptable to invite competitive quotes from selected companies.

- 5.3.2 The Council's Constitution, Contract Procedure Rules, Paragraph 11 and Table A set out authorisation and acceptance thresholds for works, supplies and services. Provided the tender is within budget, the Officer in consultation with the Chairman of the relevant themed committee is authorised to accept tenders with a value of £172,514 and above.

- 5.3.3 HB Public Law shall, upon approval of award, prepare the contract to be entered into with the successful contractor.

5.4 Risk Management

- 5.4.1 The envisaged cost and quality benefits that would result from the improved procurement and project delivery practices will materialise. A risk assessment has been carried out and the main issues have been summarised in the following table:

Risk	Early Warning Mechanism's / Hazards	Residual Risk		Consequences / Mitigating Actions
		Likelihood	Impact	
Disruption of power supplies in some teaching areas during works	Test & Inspection Report	Medium	Medium / High	Loss of power to some teaching areas / Contractor to check existing circuit arrangements &

				provide temporary supplies as necessary
Insufficient funding to address unforeseen works	Experience based on carrying out similar projects	Medium	Medium / High	Delay and additional cost/set aside reserve contingency
Discovery of asbestos in concealed areas	Refer to Asbestos Survey Report. Regular site inspections	Low	Medium	Delay and additional cost of removal if found / Asbestos survey report included in Pre Construction Information.
Contractor liquidation/ insolvency	Monitoring of progress & performance	Low	High	Delay and additional costs/ Contract retention and financial check prior to Contract
Health & Safety – working in a school that is in operation	Regular site inspection/ children and construction sites	Low	Medium / High	Injury / Experienced Contractor, CDM regulations & Health & Safety Plan agreed with Head Teacher. The works are to be commenced during the holiday period.
Inaccurate base data/information provided	Designer to check sizes & room functions	Low	Medium	Designer to clarify as part of design process

5.5 Equalities and Diversity

- 5.5.1 The school provides a service to a diverse community covering a wide range of backgrounds and abilities. The proposed works will assist in delivering a first class education to all pupils having due regards to the Equality Act 2010.

The successful tenderer has equal opportunity policies in place. The contractor is registered with Construction Line and CHAS which it is a pre-requisite for registration.

5.6 Consultation and Engagement

- 5.6.1 All suppliers that have submitted a tender have been contacted by members of CSG prior to tender submission and were familiar with a nature and scope of proposed works.

6 BACKGROUND PAPERS

None

7. DECISION TAKER'S STATEMENT

- 7.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

8. OFFICER'S DECISION

I authorise the following action

- 8.1 **That the Officer approves the award of rewiring works contract at Sunnyfields School to the supplier listed in Appendix A.**
- 8.2 **That Legal issue a letter of intent to Raytell Electrical Company Limited to commence works in order to achieve completion by early September 2015.**
- 8.3 **That subject to the completion of legal and all other documentation, the Council enters into a Model Form of General Conditions of Contract MF/1 with Raytell Electrical Limited for the rewiring works at Sunnyfields School in the sum of £186,743.93 (plus VAT).**

Signed


Commissioning Director Children's Service

Date

16/7/15

	Tender Name	Weighted Price Score	Weighted Quality Scores	Overall
A	Supplier A	46.93	14.0	60.93
B	Supplier B	56.37	12.0	68.37
C	Supplier C	59.0	11.2	70.20
D	Supplier D			
E	Raytell Electrical Co. Ltd.	60.0	13.6	73.60

APPENDIX A