

	<p style="text-align: center;">ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER</p> <p style="text-align: center;">In consultation with the Chairman of Children, Education , Libraries & Safeguarding Committee</p>
<p style="text-align: right;">Title</p>	<p>Rewiring Works at Dollis Junior School – Acceptance of Tender</p>
<p style="text-align: right;">Report of</p>	<p>Strategic Director Children and Young People</p>
<p style="text-align: right;">Wards</p>	<p>Mill Hill Ward</p>
<p style="text-align: right;">Status</p>	<p>Public (with separate exempt report)</p>
<p style="text-align: right;">Enclosures</p>	<p>Appendix A – List of successful contractor and scoring assessment</p>
<p style="text-align: right;">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 Dollis Junior School has reached the end of its serviceable life and consequently it has been prioritised in accordance with the Council’s Children’s Service Modernisation 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 the lightning protection system.

The works are scheduled to take place on site between July 2017 and September 2018.

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

Decisions

- 1. That the Officer approves the award of rewiring works contract at Dollis Junior School to the supplier listed below.**
- 2. That Legal issue a letter of intent to Raytell Electrical Co. Ltd. in order to commence works on the 24th July 2017.**
- 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 Co. Ltd., for the rewiring works at Dollis Junior School in the sum of £476,464.46 (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 below.

2. REASONS FOR DECISIONS

- 2.1 The existing electrical installation at Courtland School has reached the end of its serviceable life and consequently it has been prioritised in accordance with the Council's Schools Modernisation 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 start works on site on the 24th of July 2017.

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 This project forms part of the Schools Modernisation Programme and was commissioned on the basis that it would be implemented over a period of three years and agreed by the Client. It was planned to carry out the 'design and asbestos removal works' in 2016/17 and a budget provision of £130,000.00 was made for these works and then carry out the rewiring works in 2017/18 and 2018/19 where a budget provision of £264,000.00 has been allocated in 2017/18. Thus the total budget provision for this project to date is £394,000. A further budget provision of £155,000.00 will have to be made in 2018/19 for the final phase of the works and this has been agreed in principle by the Client.

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

All five bidders invited to tender submitted quotations and were assessed. 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 value is below threshold and is not subject to the main provisions of the Public Contracts Regulations 2015 (PCR). However, it is subject to the rules set out under Part 4 of the Public Contracts Regulations 2015 which requires compliance with the following:

Advertisement of all contracts on the Contracts Finder website where the contract value is above £25,000.00

Publishing of contract award notices on Contracts Finder

Ensuring that contracts incorporate provisions that ensure that undisputed invoices are paid within 30 days.

Verification of contractor's invoices within a reasonable period of time.

Ensuring that underlying subcontracts contain all of the above provisions.

In addition the Council must comply with the EU Treaty principles of transparency, equal treatment, non-discrimination as well as mutual recognition and proportionality and in order to do so, it is required to invite competitive quotes.

5.3.2 The Council's Constitution, Contract Procedure Rules, Paragraph 12 and Table A set out authorisation and acceptance thresholds for works, supplies

and services. Provided the tender is within budget, the Council Officer in consultation with the Chairman of the relevant themed committee is authorised to accept tenders with a value of £164,176 and above.

5.3.3 HB Public Law shall, upon approval of award, prepare a letter of intent and a 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 / Low	Loss of power to some teaching areas / Contractor to check existing circuit arrangements & works to be carried out during the school summer holidays.
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 / A R&D Asbestos survey report was included in the Pre-Construction Information.
Contractor liquidation/ insolvency	Monitoring of progress & performance	Low	High	Delay and additional costs/ Contract retention and financial check prior to award of 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 will be carried out

				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 Constructionline and CHAS which it is a pre-requisite for carrying out works in Barnet.

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 the nature and scope of proposed works.
- 5.6.2 The successful contractor has carried out similar works for the Council previously. They have proved to be competent in their approach to working in liaison with schools.

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 **Approval of the award of rewiring works contract at Dollis Junior School to the supplier listed below.**
- 8.2 **That Legal issue a letter of intent to Raytell Electrical Company Ltd. in order to commence works on the 24th July 2017.**

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 Company Ltd. for the rewiring works at Courtland School in the sum of £476,464.46 (plus VAT).

Signed

Strategic Director – Children & Young People

Date

	Tender Name	Weighted Price Score (out of 60 marks)	Weighted Quality Scores (out of 40 marks)	Overall (out of 100 marks)
A	Supplier A	44.5	18	62.5
B	Supplier B	48.9	31.6	80.5
C	Supplier C	51	29.6	80.6
D	Supplier D	55.2	29.2	84.4
G	Raytell Electrical Co Ltd	60	26.8	86.8

APPENDIX A