Contract Description

Shropshire Towns and Rural Housing (STaRH) is an Arms-Length Management Organisation (ALMO) responsible for the management of Shropshire Council’s 4100 property housing stock.

This notice is for the design and build of 2 units in Shifnal, Shropshire to incorporate all mechanical, electrical and external works.

The works will require an understanding and experience of the following:

* Homes and Communities Agency’s (HCA) Design Standards
* Lifetime Homes
* Secured by Design
* Building for Life
* Affordable Housing

All dwellings will need to be completed with all relevant certification by July 2017.

Procurement Process

This is a two-stage tender process. This Notice forms the first stage of responses. Up to three successful applicants will proceed to the second stage and will be invited to tender. Unsuccessful applicants will be informed and may seek feedback from STaRH. The following timetable is indicative and gives approximate dates for each stage of the tender process:

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|  | **Stages** | **Date** (approximate) |
| 1. | Return of Evidence to this RTP Notice | 20/06/2016 |
| 2. | Invitation and Issue of Tender Documents to Successful RTP Participants | 04/07/2016 |
| 3. | Tender return date | 04/08/2016 |
| 4. | Contract start date | 25/08/2016 |

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| The response to this invitation document must include all evidence requested. If you are unsure of any element and require further clarification, please contact: Daniel Williams of Fellows Construction Consultants on 0121 237 4636 or via email quoting the contract reference NB004 to dw@fellowsconsultants.co.uk. |
| **Two hard copies and two CD copies of your response must be returned** by 12 noon on 20th June 2016. **Information returned after this time will not be considered**. Quoting Reference: **NB004**

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|  | Applicants will be evaluated on the answers they provide to this Notice. The top 3 highest scoring applicants will be successful and be subsequently invited to tender as part of the second stage of the tender process (a joint scoring 3rd place will result in all 3rd placed applicants progressing to the next tendering stage). The following marking scheme is made up of ‘pass/fail’ questions and ‘weighted marked’ questions and shows how each element of the return is to be marked. References will be taken for those shortlisted and a poor reference may result in the applicant being removed from the shortlist. |
|  | Pass/Fail AreasThis information will be provided for proof of compliance and will be judged on a pass or fail basis. Applicants must comply with these issues to demonstrate their proven competency, financial stability, resources and other arrangements. Questions marked ‘For information only’ will not be assessed; they must be answered in full.  |
| **Element** | **Selection Criteria** |
| Element 1 | Applicant details – For information only |
| Element 2  | Adequate financial stability & insurance – copies of last 3 years accounts and insurance certificates and types and levels of insurance held |
| Element 3 | Adequate outcome of previous contracts – Last 3 projects and 3 referees. Any claims or judgement against your organisation and any contracts terminated. |
| Element 4 | Adequate Health & Safety, HSE notifications enforcement notices, training and policies in place. CHAS accreditation or equivalent. |
| Element 5  | Adequate equalities arrangements and records, details of your organisations policies and any discrimination charges brought against your organisation. |
| Element 6 | Accreditations – All relevant accreditations (Federation of Master Builders, CIOB, ICE, Considerate Constructors, Constructionline, CHAS, NEBOSH, Safecontractor etc. or EU Equivalent) |
| Element 7  | Staff Qualifications – All relevant qualifications (Site Management Safety Training, First Aid, HNC’s, NVQ’s and specific accreditations relevant to each trade and role or EU equivalent). |
| Element 8 | Contract Experience – 3 relevant affordable housing projects in the last 18 months. |

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|  | Element 2 Financial Viability: Responses will be analysed and evaluated by the Authority’s Audit sections. If the financial analysis of the Applicant (please note financial information provided by consortium members will be evaluated to assess the Applicant consortium as a whole) gives cause for concern as to its ability to deliver the Contract, the Applicant will fail this section. Please note the Contracting Authority reserves the right to further check the Financial Stability and Capacity of an applicant prior to any award of contract in the manner set out above in order to ensure that they still pass that requirement.Element 3 Outcome of previous contracts: If in the opinion of the Contracting Authority the nature and level of outstanding claims and previous contract early terminations casts serious doubt on the Applicant’s ability to perform this contract, they may be excluded.Element 4 Health & Safety and Equalities: If in the opinion of the Contracting Authority the responses in this section are sufficiently poor as to cast serious doubt on the Applicant’s abilities to perform this contract safely or to perform this contract with due regard for equalities, they may be excluded.Element 5 & 6 Accreditations and Quality Assurance: If the applicant does not possess the required accreditations and quality assurance certification required (examples of each are listed in the relevant section) they will be excluded this is a mandatory pass/fail element.Element 7 Staff Qualifications: If the applicant does not possess the required qualifications (examples are listed in the relevant section) they will be excluded; this is a mandatory pass/fail element. |
|  | **Weighted Marked Questions (Contract Specific questions – Element 8)**Applicants are to provide 3 clear examples to show their experience in constructing affordable housing over the past 18 months. Each example should give full details of the project to include: Contract Sum, Client, number and type of units, method of construction used, details of site and external works, standards built to (DQS, Lifetime Homes, etc.), programme, any extensions of time and cost, reference name and contact details at Client organisation.Element 8 will be scored using the following marking system and weightings. The examples provided in response to Element 8 will be given a mark between 0 and 5.5 points - All 3 examples are relevant fulfilling all criteria and is of a similar size and complexity to the proposed STaRH scheme4 points – All 3 examples are relevant fulfilling all criteria and at least one is of a similar size and complexity as the proposed STaRH scheme3 points – 2 of the 3 examples are relevant fulfilling all criteria and at least one is of a similar size and complexity as the proposed STaRH scheme2 points - 2 of the 3 examples are relevant fulfilling all criteria 1 point – 1 of the examples is relevant fulfilling all criteria0 points – None of the examples are relevant  |

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A submission will be rejected if it fails to exceed the minimum quality threshold mark of 50.0% overall or for any element, or if it fails a pass/fail question or if they receive a poor reference. For example any examples that only score ‘2’ in Element 8 will be rejected.

Respond to:

**Jason O’Donoghue**

**Reference: NB004**

**Shropshire Towns and Rural Housing**

**The Spruce Building**

**Sitka Drive**

**Shrewsbury**

**SY2 6LG**