

## **Amendment to ITT – Information for all bidders**

In accordance with 3.3.5 of the ITT the Council advises all bidders of the following changes which must be reflected in their submissions.

Please note that the changes are in italics, underlined and highlighted in red:

No Change

1. Insert the following in Part 3 Employers Requirements 2.12 – Performance and Quality Monitoring

*Kettering Borough Council will closely monitor the performance and effectiveness of all contractors in undertaking major works to void properties on a continuous basis.*

*Areas that will be monitored will include, but not be confined to, turnaround times, outturn costs, quality of work, incidents of post-works defects, customer satisfaction and feedback from the Council's housing service.*

*In monitoring performance and effectiveness, the Council will utilise key performance indicators (KPI's) to ensure it achieves an upper quartile standard in terms of service delivery and quality of product, as well as linking in with corporate goals and targets. A schedule of KPI's which will be used will be presented to the contractor at the evaluation stage of the procurement process, at which time the contractor will be required to agree before arrangements can be finalised.*

*Specific targets will be set for each area to be monitored and performance will be formally reviewed at monthly meetings with the Contract Administrator.*

*Where performance falls short of target, the Contract Administrator will determine the cause of the failure and the Contractor will be required to improve performance over the subsequent period of one month. Where there is a serious or prolonged deterioration in performance, a Service Breach Notice will be served on the contractor and an improvement plan put in place to rectify the issue. Should there subsequently be no demonstrable improvement, the Council reserves the right to terminate the contract.*

2. Insert the following in Part Three Employers Requirements 2.3 Hours of Work for the Contractor

*Contractor shall fully comply with the EU's Working Time Directive (2003/88/EC).*

*The decision for any works to be undertaken on Sunday and or any public bank holiday in the UK shall be at the sole discretion of the Contract Administrator.*

2. Part Four: 1.1 Pricing Instructions

### **Item A- MULTI SKILLED HOURLY WORK RATE**

This submission will be allocated a weighting of *45 points* of the overall 60 points, the lowest submission will be given the maximum score of *45 points*.

### **Item B-MULTI SKILLED SUNDAY HOURLY WORK RATE**

This submission will be allocated a weighting of *4 points* of the overall 60 points, the lowest submission will be given the maximum score of *4 points*.

**Item D- GAS & ELCTRICIAN SUNDAY HOURLY WORK RATE**

This submission will be allocated a weighting of 1 point of the overall 60 points, the lowest submission will be given the maximum score of 1 point.

**Price Evaluation;** For example purposes only: e.g. Item A Multi-skilled hourly rates will be assessed as follows;

1. if the lowest price is submitted at value of £ 20 / hr will be awarded 45 points;
2. if the second lowest price submitted is a value of £ 24 / hr will get the following ;

$$\begin{aligned} & \underline{45} \text{ less } (\pounds 24 - \pounds 20) = \pounds 4 \text{ difference} \\ & ( 4/20 \times 100) = 20\% \text{ difference} \end{aligned}$$

$$\begin{aligned} & \underline{45} \text{ Less } (20\% \text{ of } \underline{45}) = \underline{9} \text{ points} \\ & \text{Score} = (\underline{45} - \underline{9}) = \underline{37} \text{ points} \end{aligned}$$

The point difference will always be calculated in comparison from the lowest submission.

3. So the third lowest price of £ 30/hr will be calculated as follows:

$$\begin{aligned} & \underline{45} \text{ Less } (\pounds 30 - \pounds 20) = \pounds 10 \text{ difference} \\ & (10/20 \times 100) = 50\% \text{ difference} \end{aligned}$$

$$\begin{aligned} & \underline{45} \text{ Less } (50\% \text{ of } \underline{45}) = \underline{22.5} \text{ points} \\ & \text{Score} = (\underline{45} - \underline{22.5}) = \underline{22.5} \text{ points} \end{aligned}$$

4. Part 4: 2.1 Price

<b>Day works</b>	<b>Hourly Rate for weekdays including Saturday</b>	<b><i>Hourly Rate for Sunday working public bank holiday in the UK</i></b>
Mutli-skilled trades person	A: £ [            ]	B: £ [            ]
Trades persons to be employed solely for carrying out Gas Installation works and Electrical Installation works	C: £ [            ]	D: £ [            ]