

**Contract Reference: C-012371**

**Invitation to Tender for a Contractor to reinstate Void Properties in Newcastle City Council Housing Stock**

**ITT Schedule 1 – Project Brief**

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**Background**

NCC have identified a need for external contractor support for preparing void properties for re-letting. This will cover house/flat refurbishments (which may involve fire damage)

These number at 2 or 3 per month and support is required with partial repairs to properties in times of high demand to support the in-house service. We are however prepared to offer a minimum number of voids / works per month to allow stabilisation and consistency of offer to bidders.

Our current turnaround targets are 14, 21, 28 or 35 days depending on the trades required and 42 days for a full property refurb which can be extended if utilities are damaged.

The determination of the property status (14, 21, 28, 35 or 42) based upon the turnaround target, is dependent on the complexity and level of works required as determined by a pre-inspection carried out by ourselves. This pre-inspection will outline the required works.

There may also be a need for damp prevention / remediation works for which the resident will be temporarily de-canted.

This can be considered a ‘void’ property for the duration of the works, albeit enhanced protection of goods / furniture etc may be required.

**Scope of Works**

Typical examples of works are:

**14 day void** – under £2k value

No major elements. Typical works include lock change, small plaster patches, ease locks, doors and kitchen units.

**21 day void** -between £2k - £5k value

No major elements. Typical works as about but larger areas.

**28 day void** – between £2k and £8k value

One to three major elements, the cost is determined by the size of the property.

**35 day void** – between £10k and £15k value

Four major elements (excluding plastering), the cost is determined by the size of the property

**42 day void** – between £15k to £25k value

Five major elements including plastering, and may include some elements of structural work, the cost is determined by the size of the property.

We anticipate the trades required will need to include (but not limited too):

* Kitchen Replacement/Repair
* Bathroom Replacement/Repair
* Plastering (potentially over 100 hours)
* Joinery
* Painting/Decorating
* Flooring
* Electrics
* Heating
* Cleaning

**Proposal**

We propose a contract for a period of **24 month**

We could guarantee a minimum of **£40k value of works per month** that will be made up of a mix of the five categories, but assume £20k of works in the 28-day category and £20k of works in the 42 -day category.

**The contract value is therefore capped at £960k**

**The returned priced schedule will be used for evaluation purposes only in terms of final costs, but the individual rates will be applied throughout the length of contract (subject to business case submissions after the initial 12 month period)**

The main ‘elements’ or trades required for the 28 day category would include, Joinery, Plumbing, Plastering, and a small amount of Painting.

For the 42-day category covering decanted properties requiring damp remediation works, we would anticipate required works may include cleaning with antifungal, DPC Injection, PIV installation, substantial re-plastering etc., some of which may need to be outsourced to specialist contractors.

The Priced Schedule accompanying this opportunity mainly covers the 28-day and 42 day category of works.

**Programming Requirements**

The desire is to sign Contracts to begin works in August 2023.

**Development and Tender Guidance and Questions**

The Procurement Manager will act as the key point of contact with the Council for all questions relating to the tender and can be contacted via the Proactis E-tendering Portal:

**Cathy Weaver (Commissioning & Procurement Officer)**

**Your Homes Newcastle**