**11.1.1 Title:**

Brighton and Hove City Council Housing Materials Supply Chain

**11.1.4 Short description:**

**Summary:**

Brighton and Hove City Council (the Council) are looking to undertake a competitive dialogue / competitive procedure with negotiation to deliver a single materials supplier to support the delivery of its Housing Repairs and Maintenance Service.

The intended outcome of the process is to award a contract to a single supplier to act as a broker or single point of contact. This will be to supply all required materials to support the reactive and planned repairs, servicing of and building work to Brighton and Hove City Councils Housing Stock. Currently materials are supplied from a range of specialist’s outlets within the City, this helps ensure a flow of materials to a range of trades. The Council would look for the replacement to provide the same or improved access to all materials across all trades.

Our proposed contract length would be between 5-10 years with an expected 5-year minimum term. Based on current expenditure the estimated contract value is between £10.3 million and £20.6 million over the term.

The incumbent suppliers contract ends in 2025 it is our intention to tender for, award and mobilise the new supplier prior to the end of the existing contract to ensure continuity of materials delivery to our teams.

**Context:**

Currently the Cities Housing Team manages 12,000 properties and accesses materials through a single supplier ‘broker’ with around 19,000 orders per annum with an average value of £1.8 million. This covers over 40,000 jobs ranging from but not limited to plumbing, electrical work, minor roofing repairs, general building, decorating, door/window and kitchen repairs.

This wide scope of works is delivered by both the Housing Teams in house staff and its contractors requiring basic repairs through to major works. The Councils housing stock is spread across the City and the teams are required to move between jobs and collect the required materials throughout the day and occasionally outside of normal working hours.

Currently the team operates from a single and space limited site in Moulescoomb, requiring the over 100 vehicles moving staff around to deliver the works typically start from home and collect materials for jobs from suppliers across the city.

The Team keeps a small stock of regularly required items at their operating base and in their vehicles. The proposed contract will deliver both bulk orders to restock vehicles and need to quickly access ad-hoc items to resolve the repair and achieve high levels of customer satisfaction.

Jobs / Works are currently managed via a works management system (WMS) and payments managed by the council finance system; currently delivered by NEC and Civica respectively but may change throughout the life of the contract. The proposed supplier must be able to integrate their systems via an Application Programming Interface (API) to both the WMS and the councils finance system. This will allow for the allocation of collected materials to jobs on the system for invoice reconciliation and job audits.

**Key Criteria:**

**Availability** – The supplier must ensure that key items are available for collection within the city on the same day. Key items must be of an agreed quality and only deviated from by prior agreement from both parties. Most materials are required within an extended working day 7:00AM till 7:00PM however there are some instances where materials have been required outside these times. Whilst these are limited a supplier that can offer some out of hours services would be advantageous.

**Logistics** – The supplier must be able to offer a multi-site approach to delivering the required materials. The site must be within the city or within a short distance. Due to the large number of vehicles working, the multi-disciplinary nature of the works and their geographical spread across the city, the team are keen to reduce waiting times at single sites either in a queue, driving to collect items or parking.

**Best Value** – The supplier must be able to offer excellent value for money on materials across the range required. The preferred model would be a catalogue of goods offered on an open book nature with fixed discounts on supplier catalogues outside of that list. We would expect an annual / regular review of this catalogue and discounts to ensure best value as the market for goods fluctuates. The price for delivering this either as a fixed cost or a percentage Overhead and Profit on each purchase. A gain share model on savings achieved on actual spend could also be considered to encourage a partnership approach to the catalogue.

**Sustainability** – BHCC’s target of Carbon Net zero by 2030 requires consideration to be given to the impact of our materials supplier on the cities carbon footprint. The regular review of the catalogue should also include options that focus on this outcome; for example, the inclusion of options that use a primary supply chain that is geographically closer to our housing stock / items that are made using a more sustainable process; hold Environmental product declarations. An appropriate supplier proposal that considers the logistical complexities of delivering this service should also limit the carbon impact of vehicles travelling unnecessarily / longer than required distances. Other areas for consideration could cover but are not limited to; a net zero strategy, Packaging materials and tools reuse / recycling, packaging reduction, reducing landfill items, and increasing use of recycled materials.

**Social Value** – BHCC seeks to gain commitments from its supplier that add additional value to the local community. It is expected that the supplier will devise and deliver a programme that delivers this value either as a standalone offering or in partnership with the existing Housing team. This could include but it is not limited to; community projects, volunteering and employing apprenticeship programmes.

**Response:**

We are seeking responses from potential providers who are interested in being a part of this process within 30 days of release of this Prior information Notice.

Responses should include as a minimum:

* Organisation Name
* Organisation Address
* Organisation VAT registration or Company Number
* Contact information
* Any comments on the proposal

Responses should be sent by email to [Robert.sullivan@brighton-hove.gov.uk](mailto:Robert.sullivan@brighton-hove.gov.uk)

**This is not a call for competition.**