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| --- | --- |
| Contract/ project Number: | Contract Title:  Underpinning at Lock Houses |
| Directorate/Team:  Estates Operations | Proposed Start date:  September 2018 |
| Contract Length:  TBC | Proposed End Date: December 2018 |
| Project Manager:  Kathryn Forster | Value:  £42,000 |
| Category of spend: | U72.00.00.00,  U72.10.00.00,  U72.10.29.00 |

**BACKGROUND (CUSTOMER, REQUIREMENTS, PROCUREMENT OPTIONS)**

**Background**

The Environment Agency owns circa 71 residential properties to which basic repairs and maintenance is periodically needed. Recent surveys have highlighted some underpinning work is urgently needed to Lock Houses at Sandford on Thames, Oxford, OX4 4YD; Days Lock, Little Wittenham, Abingdon, OX14 4RB and Cookham Lock, Odney Lane, Maidenhead, Cookham SL6 9SR. The causes are a combination of drainage problems causing water leaks, and the addition of extensions in the 1960s and 1970s with insufficient foundations resulting in differential movement.

No framework contract has been identified that can deliver this contract.

Key personnel.

Client – Kathryn Forster

Project management and building surveying – Ridge and Partners

CDM designer – Jenni Bridgens CH2M

Customers – Waterways and resident lock keepers

**Opportunity not to buy**

There is no option to not carry out this work. While the properties are currently largely stable (Days does suffer some internal problems caused by the cracking), if left these cracks will allow the ingress of the elements leading to premature failure of building components and eventual partial or full collapse after a number of years.

**Spending Restrictions?**

No

**Current framework availability & procurement options**

I do not believe there is an existing framework that could deliver this requirement.

**SUPPLIER SELECTION**

We are seeking a minimum of three quotes and advertising on Contracts Finder.

Ridge have already approached three companies with the skills suitable for this type of specialist underpinning work:

Geobear (formerly Uretek) – ground improvement injection

Profix property preservation – micropiling

Roger Bullivant Ltd – concrete mini piles and groundbeams

**Supplier Quotation List**

**RISK MANAGEMENT**

**Commercial & Sustainability Risk Assessment using the Risk Management Plan**

See attached

**SPECIFICATION & SUPPLIER PERFORMANCE MEASURES**

See attached document intended to generate expressions of interest from Contractors as part of an Invitation to Tender (ITT) process. There are four questions included within this to enable the list to be confined to those realistically able to deliver the work. It does not include formal preliminary’s or requests for prices to complete the works or make mention of contract types, this will come at the next stage. This is an outcome based specification.

**Outcome-based specification –** specification focused on the desired outcomes from the service or goods leaving it to potential suppliers to determine the best way to deliver the service or design the most appropriate product; this encourages suppliers to develop innovative solutions

**Input-based specification –** Atraditional specification where each requirement for service delivery is outlined for potential suppliers; each aspect of the service is defined for the supplier to quote against. Whilst sometimes necessary this can be too prescriptive for suppliers and can lead to extra costs when the project does not run to the exact requirement.

**EVALUATION**

Previous experience 40%

Proposed methodology (including Sustainability considerations and H&S/CDM considerations) 60%

**COMMERCIAL TERMS**

**Award & Pricing Strategy**

The contract will have an approved contingency funding to cover for unexpected/unplanned works that are deemed necessary for the safety and health protection of tenants and EA staff. A fixed price quote is expected.

**What is the proposed length of the contract and extension options?**

The total length of the contract will largely depend on the proposals submitted by the potential suppliers. It is estimated that the works will be completed in 3 months

**CONDITIONS OF CONTRACT**

Prefer to use JCT building contract as most appropriate rather than in-house contract.

**CONTRACT MANAGEMENT**

Client on behalf of Environment Agency = Kathryn Forster

Supervising Building Surveyors = Ridge and Partners

**PROCUREMENT PLAN/TIMETABLE**

|  |  |
| --- | --- |
| Quote Pack released: | 13/08/2018 |
| Quote received: | 31/08/2018 |
| Evaluation: | 01/09/2018 |
| Award: | 09/09/2018 |

**APPROVAL**



Luciana Matthews

Senior Commercial Officer

Category Manager for PPE/Clothing, Estates and FM