



## Fire Risk Management

DWP market engagement for the procurement of  
Fire Risk Management services.

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## **Purpose of this Market Testing Exercise**

DWP is engaging with the market early and prior to starting a procurement exercise, in order to establish the following:

- If there is a sufficient supplier base to ensure robust competition?
- What the appetite is amongst suppliers to provide these services to DWP?
- How attractive is the proposed contract to suppliers?
- Will suppliers have the capacity to submit a tender and/or are they planning to submit tenders for similar services to other Contracting Authorities in 2023/4?
- Are there any new market or technological developments relating to this type of contract that might inform the specification?
- What are common SLAs/ KPIs used in the market for this type of contract?

Gaining this market intelligence will assist DWP to:

- Package the contract in a way that ensures sufficient interest and competition which will in turn drive value for money for the contracting Authority.
- Inform DWP's decision making on the most appropriate route to market for this procurement exercise.
- Take into account the latest market and technological developments relating to this type of service.
- Develop robust and effective KPIs.

## **Background to DWP and its Estate**

DWP is the UK's largest public service department and delivers its services through a vast Estate, operating c.1000 properties nationally. This includes job centres, assessment centres, corporate centres and service centres. The Estate is geographically dispersed and as it requires a local presence, has a large footprint on UK high streets. The Estate is 100% leasehold and is spread across 1.4 million square metres (sqm).

DWP has the largest civil estate in Government, and it is a significant asset on the Government's balance sheet. The Estate makes a huge contribution to the delivery of our public services, enabling us to interface with customers and providing the environment for dedicated staff to undertake their important role, supporting those in need within our society.



DWP is committed to supporting the delivery of the Government Estate Strategy. This strategy will ensure that the government estate helps to transform places and services; is smaller, better and greener; and is managed in a professional and increasingly commercial way.

<b>Mission One</b>	<b>Transform Places and Services</b> <ul style="list-style-type: none"><li>• Enable delivery of Government priority outcomes by levelling up communities</li><li>• Reflect the commitment to high-quality design and beautiful places in the Levelling Up and Regeneration Bill</li></ul>
<b>Mission Two</b>	<b>A smaller, better, and greener public estate</b> <ul style="list-style-type: none"><li>• Transforming the Government property portfolio</li><li>• Creating an estate which is more efficient, effective and sustainable</li></ul>
<b>Mission Three</b>	<b>Improve professional excellence and insight</b> <ul style="list-style-type: none"><li>• Manage with professional excellence, informed by good data and insight</li><li>• Reform of the Government Property Function and Profession to achieve the aims of the strategy</li></ul>

DWP also has its own estates strategy and this is under constant review, taking the opportunity to reconsider the size and shape of the portfolio to enable the achievement of DWP's objectives over the coming years.

## Background to the Requirement

DWP relies on an extensive supply chain to deliver the Security and Facilities Management (FM) Services our colleagues' and customers' need across the DWP Estates Portfolio. DWP is currently in the process of procuring three of the largest contracts: Facilities Management, Security Services and Life Safety Systems in a project called Workplace Services (WPS). As part of this programme a number of "carve-out" services from the existing Facilities Management contract have been identified of which Fire Risk Management is one.

DWP is currently assessing various options relating to the strategic sourcing activity and procurement of these services and conducting market testing to ensure that the DWP can contract with national providers with the technical specialism to provide



DWP Estates the independent advice required to comply with Health and Safety Compliance regulations.

### **High Level Scope of the Contract**

- Provision of competent advice to answer queries raised by DWP Estates and their supply chain/contractors.
- Provision of competent Fire Risk Assessors who are regionally spread (England, Scotland and Wales).
- Carry out Fire Risk Assessments (FRA) to meet the requirements of PAS79 (minimum annual review and 3 Yearly site revisit).
- As part of 3 Year FRA carry out a review of occupancy and ensure that the risk is acceptable and in line with AD B.
- As part of 3 Year FRA carry out spot checks of fire compartmentation within the building.
- Provision of on-line Fire Risk Assessment tool to manage FRA and maintain up to date records.
- Provide and manage access to online FRA management tool (up to 500 licenses).
- Update fire precaution / fire strategy drawings for any new sites and following significant change.
- Undertake an FRA review following significant change including site visit as required.
- Undertake annual occupancy assessment review considering fire safety (Building Regs Approved Doc Part B).
- Raise all fire risk assessment actions as work orders within the Authorities Computer Aided Facility Management (CAFM) system.
- Monitor the completion of work orders and associated evidence, chasing supply chain as required. Update FRA online database to reflect completed works and re-assess overall risk.
- Consider Estates Plan and consider medium to long term measures which will reduce the risk across the estate of fire and smoke.
- Provide advice and support when setting design standards.
- Review construction project fire risk assessment reviews where significant works is planned and provide feedback to project team.
- Undertake post construction reviews following project that involved significant change and update current FRA as required.



- Provide information and support DWP with any meeting/request for information from CPFSI.
- Assist DWP in undertaking investigation following fire incidents including those related to legal claims.
- Attend Fire Compliance Steering Group Meetings (5 weekly frequency).

### **General Service Requirements**

The service provider shall:

- Work seamlessly with the DWP Estates' Civil Service colleagues and provide industry subject matter expertise.
- Establish an effective and efficient contractual relationship with DWP.
- Promote innovation and continuous improvement and contribute to effective decision making and performance management.
- Demonstrate value for money by driving improvements in the services it delivers.
- Support DWP in managing demonstrable compliance across its Estate.
- Endorse high performance and demonstrate strength of capability within their subject matter expertise.
- Ensure agility and flexibility to help the estate meet the changing requirements of DWP, whilst minimising disruption to operational service delivery.



Department  
for Work &  
Pensions

### Anticipated Timings

Publish ITT Documentation – Late Autumn 2023

Award – Spring 2024

### Proposed contract term and start date

3 Years from May 2024

### Estimated value

Approx. £4 million

### Dates of the soft market test

Please complete and return Appendix 1 no later than **12:00 (midday) Friday 22<sup>nd</sup> September 2023** to **[fire.riskassessments@dwp.gov.uk](mailto:fire.riskassessments@dwp.gov.uk)**

### Final Comments

Your feedback is important to us, and we thank you for taking part in this early market engagement exercise.