

**Wards Affected:**

Bradwell

**AWARD OF CONTRACT FOR REPLACEMENT OF WINDOWS AND DOORS AT PRIORY COMMON SCHOOL, BRADWELL**

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**Executive Summary**

This report requests permission to award the tender for the capital works to replace and upgrade external windows and doors at Priory Common School.

The contract is exclusively for the works specified in the tender documents, namely to replace the external windows and doors and associated replacement of structural beams.

The scheme has been procured via a mini competition process using Lot 3 of the Milton Keynes Council Construction Framework.

**1 Recommendation**

- 1.1 That award of the contract for the replacement of windows and doors at Priory Common School, Bradwell to the highest ranked contractor, be approved.

**2 Context**

- 2.1 The contracted works will address identified capital maintenance issues at Priory Common School and improve the condition of the existing school building.

**3 Background****3.1 Decision to Proceed to Tender**

- 3.1.1 This project was approved by Cabinet on 28 February 2012. Approval to obtain tenders was given by Procurement Committee on 04 April 2012.

**3.2 Consultation**

- 3.2.1 The specification and evaluation criteria for this contract were developed following consultation with the following key stakeholders:

The Headteacher and Site Manager.

- 3.2.2 The school was offered the opportunity to take part in the tender evaluation exercise, but on this occasion declined.

### 3.3 Market engagement and lessons learnt

3.3.1 This contract was tendered via a Mini Competition procedure using Lot 3 of the Milton Keynes Council Construction Framework. This Framework was tendered on 10 February 2011 and let on 01 June 2011.

3.3.2 Lessons learnt from previous projects of a similar nature have been built into the new Mini Competition exercise.

### 3.4 Tender Evaluation

3.4.1 The contract was advertised on the Council's E-Tendering system to the four Lot 3 partners of the Milton Keynes Council Construction Framework on 25 June 2012 and their submissions were received on 20 July 2012.

3.4.2 The submissions were evaluated by a suitably qualified and experienced panel of officers.

3.4.3 The evaluation criteria and scores for all submissions are attached at **Annex A** to this report (to follow).

3.4.4 The Most Economically Advantageous Tender evaluation of the submissions is detailed at **Annex B** to this report (to follow)

3.4.5 The evaluation criteria were weighted to ensure that essential quality aspects of the submission were scored accordingly, and minimum scores set.

3.4.6 The successful contractor demonstrated a good understanding of the upgrade and replacement of windows and doors in an occupied school.

### 3.5 Contract Management

3.5.1 The lead Client Officer for this contract is the Capital Development Officer, a member of the Capital Development Team within Children and Families.

3.5.2 The Terms and Conditions as agreed under the Milton Keynes Council Construction Framework will be used for this contract.

3.5.3 The contract will be the National Engineering and Construction Contract 3 Option A: Priced Contract with Activity Schedule, which will be administered by a Senior Building Surveyor (Project Manager).

3.5.4 The project will be delivered using the methodology contained within the Capital Projects Manual, which has been approved by both the School Planning and Build Programme Board and Internal Audit and aligns with The MK Approach, the Council's guide to managing projects.

3.5.5 Issues that cannot be resolved by, or are not within the remit of the Project Manager and Client Officer, will be escalated to the Children and Families'

Capital Maintenance Programme Board and then if required to the Head of Capital and Infrastructure (Capital Projects Director).

## 4 Implications

### 4.1 Policy

4.1.1 The award of this contract contributes to the delivery of the following strategic aims:

- Living in MK
- Cleaner, greener, safer healthier MK

4.1.2 The procurement of this contract has complied with Milton Keynes Council's Contract Procedure Rules and Financial Regulations and applicable European procurement regulations.

### 4.2 Resources and Risk

4.2.1 Capital funding of £187,000 (4/C/00573) has been made available in the 2012-13 Children and Families' Capital Programme. The funding source is the 2012-13 capital maintenance allocation. This budget includes all fees, surveys and works.

4.2.2 Any underspend at the end of the project will be returned to the Children and Families' Capital Programme budget.

4.2.3 A detailed Risk Register for the Children and Families' Capital Maintenance Programme has been compiled and will be maintained throughout the lifecycles of the individual projects within the Capital Maintenance Programme, from pre-start through to post-completion. All stakeholders contribute to this register to ensure that it is comprehensive (end users, client officers, project managers, constructors). The Risk Register contains all risk and mitigating actions/strategies. It is formally reviewed and updated by the Asset Management Programme Board on a monthly basis.

Y	Capital	N	Revenue	Y	Accommodation
N	IT	N	Medium Term Plan	Y	Asset Management

### 4.3 Carbon and Energy Management

4.3.1 The capital project will support the Council's Carbon and Energy Management policy and will use sustainable sources/methods where possible. The recommended contractor is compliant with the relevant environmental legislation.

#### 4.4 Legal

4.4.1 The Contract and its procurement are compliant with Council Constitution and United Kingdom and European legislation.

#### 4.5 Other Implications

Y	Equalities/Diversity	N	Sustainability	Y	Human Rights
N	E-Government	N	Stakeholders	Y	Crime and Disorder
Y	Carbon and Energy Policy				

Background Papers:       None