



# EXECUTIVE MEMBER DECISION

<b>REPORT OF:</b>	Executive Member for Growth and Development
<b>LEAD OFFICERS:</b>	Strategic Director of Environment & Communities
<b>DATE:</b>	22 October 2024

**PORTFOLIO/S AFFECTED:** Growth and Development

**WARD/S AFFECTED:** (All Wards);

**SUBJECT: Tender for Highways Minor Works Framework**

## 1. EXECUTIVE SUMMARY

The Council currently spends over £600,000 a year with external contractors to provide various repair and maintenance works for the Highways defects. A new long term framework agreement is required to meet these requirements. The estimated value of the new agreement means the Council is required to undertake a tendering exercise. The intention is for the tender to be advertised on Find A Tender Service and issue on the e-tendering portal (The Chest).

## 2. RECOMMENDATIONS

That the Executive Member approves:

The procurement strategy for the provision of a highways minor works framework agreement using day rates.

## 3. BACKGROUND

The Council needs to establish a minor works framework as part of its highway maintenance function that include labour, plant and occasionally materials.

The successful Contractor/s will mainly provide a team of two or three operatives that will work independently or alongside the Council's Highways Team.

Works will include but are not restricted to repairing, maintaining and installing:

- Kerbing, Edging, Channelling, Step Units, including PCC, Stone and Specialist Granite products.
- Combined kerb and drainage blocks and linear surface drainage systems.
- Footway paving including PCC flagstones, block paving, tactile flagstones including potentially high specification materials such as granite and York stone products.
- Drainage – repair or install surface water drains including pipework, connections and fittings.
- Drainage – installing manholes and road gullies with associated connections and fittings.
- Renewing and / or adjustment levels of existing ironwork covers including manhole and gully cover and frames, fire Hydrants, stop taps and inspection covers in carriageway and footway.

- Ducting of all types including Traffic Signals, Street Lighting, Communications, including all associated Chambers and Covers.
- Bituminous surfaces – hand lay all types of bituminous materials (macadams, asphalts etc.) in carriageway and footway including pothole and patching repairs.
- Groundworks – excavate trial holes, undertake minor earthworks excavation and disposal in all types of materials and the importing, placing and compacting of aggregates.
- Install Street Furniture – all types of signs, bollards, litter bins, benches etc. including stainless steel and high specification products.
- Brickwork, Blockwork & Stonework – walls and retaining structures.
- Traffic Signals – NAL Sockets, Chamber Boxes / Covers and Frames, Loop Boxes and Ducting.

Tenders will be evaluated against the following criteria:

- Price 35%
- Quality 50%
- Social Value 15%

Maximising social value will be an important part of this tendering process and subsequent contract. Therefore, as detailed above the proposed evaluation score for social value will be 15%. The Successful Contractors will be required to confirm what contractual commitments they are willing to undertake to assist the Council with its one or more of the social value priorities.

In addition, the Council by carrying out its own tendering exercise, instead of using a national framework agreement will provide opportunities for local businesses to bid for this service.

The three highest scoring submissions will be invited onto the framework. Work will be allocated first to the highest scoring bidder and if they do not have the capacity to do the work, it will then be offered to the contractor that came second and so forth.

The new contract will initially be for two years with the option to extend for a further 2 x 12 months, dependant on performance, service requirements and funding.

#### **4. KEY ISSUES & RISKS**

The following risks and issues have been considered:

- Use of an existing framework agreement - this was rejected as it would mean local businesses would not be on the framework and would be unable to bid.
- Continue with the short term ad-hoc arrangements - this was rejected because the aggregated value meant a tender exercise had to be undertaken to meet the Council's Contracts and Procurement Procedure Rules. In addition, it is felt a longer term contract would offer better value for money.

#### **5. POLICY IMPLICATIONS**

None.

#### **6. FINANCIAL IMPLICATIONS**

The costs of works to be undertaken during the term of the contract will be met from within existing budgets. The successful contracts will be required to fix their prices for 24 months and then any increase will be capped at no more than RPIX.

**7. LEGAL IMPLICATIONS**

The procurement process will be carried out in accordance with the Council’s Contract and Procurement Procedure rules and the Public Procurement Regulations.

**8. RESOURCE IMPLICATIONS**

Officers from the Contracts and Procurement Team and the Highways team to write the invitation to tender document and then evaluate the submitted bids.

**9. EQUALITY AND HEALTH IMPLICATIONS**

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

**10. CONSULTATIONS**

None.

**11. STATEMENT OF COMPLIANCE**

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council’s Code of Corporate Governance.

**12. DECLARATION OF INTEREST**

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Joanne Byrne/Tony Watson</b>
<b>DATE:</b>	22 <sup>nd</sup> October 2024
<b>BACKGROUND PAPER:</b>	