



**OFFICE OF THE POLICE & CRIME
COMMISSIONER FOR THAMES VALLEY**

REQUEST FOR DECISION – PCC 2019 / 006

Title: Aylesbury Police Station Refurbishment and Roof Works

A Mini Competition process has been completed under the TVP Framework Agreement for Minor Works, Lot 11 works valued between £0.250m and £1m in Oxfordshire.

Under the Framework rules 4 contractors were randomly selected and invited to submit bids for the following works, Aylesbury Police Station refurbishment and roof works. All 4 contractors' successfully submitted bids and passed technical compliance. All bids have been evaluated in accordance with the criteria laid out in the mini competition, 100% on cost and 0% on quality / deliverables.

The price submissions were reviewed by members of the Procurement Services team.

Full details are provided in Annex 1.

Recommendation:

The Police and Crime Commissioner is invited to agree the award of contract in respect of the above mentioned Supply / Services / Works to Jet Construction.

The above contract is for a fixed term of 20 weeks construction.

The total value of this contract is fixed at £1,038,696.84 over the full project period (including extension options). There are contingency sums built into this contract value to allow for unforeseen issues.

The suppliers meet all the requirements of the contract terms and conditions and specification and offer the Most Economically Advantageous Solution, as assessed through the evaluation process.

Police and Crime Commissioner

I hereby approve the recommendation above.

Signature

Date

7.3.19

PART 1 – NON-CONFIDENTIAL

1 Introduction and Background

- 1.1 A Mini Competition process has been completed under the TVP Framework Agreement for Minor Works, Lot 11 works valued between £0.250m and £1m in Oxfordshire.
- 1.2 Under the Framework rules 4 contractors were randomly selected and invited to submit bids for the following works, Aylesbury Police Station refurbishment and roof works. All 4 contractors' successfully submitted bids and passed technical compliance. All bids have been evaluated in accordance with the criteria laid out in the mini competition, 100% on cost and 0% on quality / deliverables.
- 1.3 The price submissions were reviewed by members of the Procurement Services team.
- 1.4 Full details are provided in Annex 1

2 Issues for Consideration

- 2.1 The Property Services Maintenance team will project manage this project under the contract terms and CDM Regulations 2015. Subject to approval of this decision report and agreed pre-planning and vetting timescales of contractor's personnel, it is intended to commence work on site in March 2019 with final completion in July 2019.
- 2.2 Work on site will be phased to minimise disruption to the day to day business and to ensure safety of the occupants.

3 Financial Comments

- 3.1 This tender is based solely on price. The 4 tender returns were:

Company	Price £
A	1,151,415
B	1,162,181
C	1,057,503
Jet Construction	1,038,697

- 3.2 This project will be funded from revenue maintenance budgets.

4 Legal Comments

- 4.1 The Contractor is approved to carry these works through a previous tender for a listing TVPs own Framework Agreement for Minor Works, which includes Health & Safety and Security requirements. This allowed TVP to conduct a Mini Competition with contractors on the framework, rather than a full OJEU Open Tender. The contractor meets all of the requirements of the works specification.

5 Equality Comments

- 5.1 Under the contract, the contractor is required to comply with TVPs own Equality and Diversity policies whilst carrying out these works and also not to discriminate under the Equality Act 2010.

6 Background Papers

- 6.1 Not applicable.

Public Access to Information

Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. Part 1 of this form will be made available on the website within 1 working day of approval. Any facts and advice that should not be automatically available on request should not be included in Part 1 but instead on a separate Part 2 form. Deferment of publication is only applicable where release before that date would compromise the implementation of the decision being approved.

Is the publication of this form to be deferred? No

If yes, for what reason?

Until what date?

Is there a Part 2 form? Yes

ORIGINATING OFFICER DECLARATION (as appropriate):

	Officer	Date reviewed
Head of Procurement	Richard Fowles	27.2.19
Financial Advice	Linda Waters	26.2.19

OFFICER'S APPROVAL

We have been consulted about the proposal and confirm that financial and legal advice have been taken into account in the preparation of this report.

We are satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.


Chief Executive

Date

07/03/2019


Chief Finance Officer

Date

5/3/19





Procurement Services

Procurement Outcome Report

Contract for the supply of
Aylesbury PS Refurbishment & Roof Works

Submitted By *Des Dockerill*

Date Submitted: 06/02/2019

Contract Award (and POR) Sign-Off Sheet

By approving this document the Procurement Governance Board confirms acceptance of the detail contained within this document, approval to proceed with contract award, implementation and realisation of the benefits.

In the case of a Procurement which results in a new contract (or extension) the document replaces the previous award paper, and has a section for the relevant sign-offs below.

Executive Summary and Recommendations

1.1 BACKGROUND

A Mini Competition process has been completed under the TVP / PSD Framework Agreement for Minor Works, Lot 11 works valued between £250k and £1m in Oxfordshire.

Under the Framework rules 4 contractors were randomly selected and invited to submit bids for the following works, Aylesbury Police Station refurbishment and roof works. All 4 contractors' successfully submitted bids and passed technical compliance. All bids have been evaluated in accordance with the criteria laid out in the mini competition, 100% on cost and 0% on quality / deliverables.

A cost summary of the evaluation, including criteria and scores are associated at with this POR. Also attached is an email from David Griffin explaining the rational and approval of the breakdown of budgets between capital and maintenance expenditure.

The price submissions were reviewed by members of the Procurement Services team and as this is a 100% price based contract.

Regulation 84 form has been completed and is at Appendix A (Note that by default a regulation 84 form should be completed in all circumstances).

There are no legal or equality issues relating to this award.

1.2 RECOMMENDATION

The Police and Crime Commissioner / Chief Constable of Thames Valley Police (Chief Finance Officer and Director of Finance) are invited to agree the award of contract in respect of the above mentioned Supply / Service / Works to JET Construction.

The above contract is for a fixed term of 20 weeks duration with 0 extension option(s).

The total value of this contract is fixed at £1,038,696.84 over the full project period (including extension options). There are contingency sums built into this contract value to allow for unforeseen issues.

The suppliers meet all the requirements of the contract terms and conditions and specification and offer the Most Economically Advantageous Solution, as assessed through the evaluation process.

Process and POR approval

Role	Name/Job Title	Signature and Sign-Off Date
Project Sponsor	David Griffin	22/02/2019
Procurement Business Partner	Ally Hughes	27/02/2019

Procurement Lead	Des Dockerill	06/02/2019
TVP Finance	Hugh Morris	26/02/2019
Legal	Not Applicable	

Contract Award Approval

Approval Role	Name	Job Title	Signature and Sign-Off Date
Reviewer:	Richard Fowles	Head of Procurement	27/02/2019
First Approver:	Linda Waters	Director of Finance	26/2/19(HM)
Second Approver:	Ian Thompson	Chief Finance Officer	

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PART 1 – FOR PUBLICATION ON TVP INTRANET SITE

Contract Summary and Information for BLPD

Proposed Supplier (s)	Jet Construction
Planned Contract Start Date	TBC
Contract Duration – Initial Term (<i>months</i>)	20 Weeks
Contract Extensions Available (<i>months</i>)	0
Contract Value Initial Period (<i>months</i>)	£1,038,696.84
Contract Value Extension per extensions periods	£0.00 N/A
Collaborative Purchase Information (who are we buying with and what is there proportion of spend).	N/A

