



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Meeting to be held on Wednesday 3 July 2019

Please see the attached Part 1 summary of a report included within the Part 2 agenda.

**15a CONTRACT AWARD: CIVIC CENTRE PROGRAMME AND OFFICE
ACCOMMODATION PROPOSALS CONSULTANCY SERVICES
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*Copies of the documents referred to above can be obtained from
<http://cds.bromley.gov.uk/>*

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Report No.
DRR19/039

London Borough of Bromley

Agenda
Item No.

Part 1

Decision Maker: Resources Portfolio Holder

For Pre-Decision Scrutiny by the Executive, Resources and Contracts PDS on:

Date: 3 July 2019

Decision Type: Non-Urgent Non-Executive Non-Key

Title: CONTRACT AWARD:CIVIC CENTRE PROGRAMME AND OFFICE ACCOMMODATION PROPOSALS CONSULTANCY SERVICES

Contact Officer: Catherine Pimm, Senior Property Manager
Tel: 020 8461 7834 E-mail: Catherine.pimm@bromley.gov.uk

Chief Officer: Director of Regeneration

Ward: All Wards

1. REASON FOR REPORT

1.1. This report provides an overview of the tenders received for the consultancy services for works to the Civic Centre and Central Depot and makes recommendations for the award of contract.

1.2. This report accompanies a Part 2 report also being considered on this agenda.

2. RECOMMENDATION(S)

Members are asked to:

2.1 review and provide their comments on the proposal for the award of the Consultancy Services contract to the Resources Portfolio Holder for his consideration.

The Resources Portfolio Holder is asked to:

2.2 award the Consultancy Services contract in accordance with the recommendations made in the Part 2 report.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council
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Financial

1. Cost of proposal: Included within Part 2 report
 2. Ongoing costs: Non-recurring cost
 3. Budget head/performance centre: Capital Programme
 4. Total current budget for this head: £14.1m
 5. Source of funding: Capital Programme
-

Staff

1. Number of staff (current and additional): Not applicable
 2. If from existing staff resources, number of staff hours: Not applicable
-

Legal

1. Legal Requirement: None
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Borough wide
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 At the Executive Committee on 11 July 2018, the scope of works proposed for the Civic Centre and Central Depot was agreed.
- 3.2 It was also agreed to appoint consultancy services to carry out a feasibility study for the proposed scope as outlined in the report.
- 3.3 It was further agreed to appoint the consultants from the ESPO Property, Building and Infrastructure Advice and Management Services Framework via mini competition under Lot 1A.

Tender Evaluation

- 3.4 There are 24 suppliers under Lot 1A, so it was decided initially to seek Expressions of Interest, which were received from thirteen suppliers, who were then invited to submit tenders via the London Tenders Portal in accordance with the Council's requirements.
- 3.5 Five compliant tenders were received.
- 3.6 The tenders were evaluated based on 60% Price and 40% Quality. The qualitative criteria for the 40% score was broken down as follows:

1	State how your organisation will approach the two project work streams.	20%
2	Describe the technical expertise you will bring to this project.	10%
3	State the Outputs you will deliver.	20%
4	Describe the team that will be put together to deliver this Brief.	10%
5	Complete the attached Resource Schedule(s).	10%
6	Describe similar projects you have successfully delivered in the past.	20%
7	Demonstrate how you will manage the construction contractor.	10%
		100%

- 3.7 As the tenders were sought via a framework, the evaluation was carried out in accordance with the framework requirements and the criteria deviates slightly from the Council's standard qualitative criteria. The tenders were evaluated by a Panel selected from the Project Board consisting of Council Officers and the Project Manager from Amey's Capital Projects Team.
- 3.8 Full details of the qualitative and financial evaluation are set out in the Part 2 report.

4. DESCRIPTION OF SERVICE AND SUMMARY OF THE BUSINESS CASE

- i) Any construction project is delivered according to the stages laid down by the Royal Institution of British Architects (RIBA Stages 0-6). It is usual practice to ask for the consultancy services to provide a tender to carry out the project to completion (RIBA

Stages 0-6) and to add break clauses at various RIBA Stages, which means that if a project does not proceed, then costs will not be incurred unnecessarily. If however the project does proceed, then the consultant is already on board and work can progress seamlessly. The first break clause is at RIBA Stage 1, which is the feasibility stage. Approval has been agreed to proceed to this stage.

- ii) The consultancy services being commissioned will be for a multi-disciplinary team to work with the Council's key stakeholders initially on the feasibility for the construction works. This will inform the Business Case that will be brought back to the Executive at the end of the feasibility stage. If the project then proceeds, the consultants will develop their concept designs, prepare the technical specification, tender and administer the construction contracts to completion.

5 CONTRACT AWARD RECOMMENDATION

- 5.1 Please see the Part 2 report for further information

6 MARKET CONSIDERATIONS

- 6.1 There are a number of consultancy services frameworks available to the public sector, often within a geographical area, and the contractors on the framework are selected via an EU compliant tendering process. A mini competition within a framework offers a simplified and competitive route to the market.

7. SUSTAINABILITY AND IMPACT ASSESSMENTS

- 7.1 The consultants will be expected to produce a Communication Strategy for key stakeholders, who will be affected by the works.
- 7.2 Any construction design should take into account sustainable building design and construction and ensure that a building is environmentally responsible and resource efficient throughout its life cycle.
- 7.3 Construction will also be compliant with all Buildings Regulations, including the requirements of the Equality Act 2010.

8. POLICY CONSIDERATIONS

- 8.1 The Council is facing challenging economic times and has to make significant savings from the budget over the next few years. It is also seeking to achieve the rejuvenation of its Town Centres. Two of the strategies that will contribute to meeting these key challenges are:
 - The Council's vision for delivering services as expressed in its Corporate Operating Principles
 - A robust property review process accompanied by an active acquisition and disposal programme.
- 8.2 The Council has outlined its future vision for the delivery of its services in Building a Better Bromley's Corporate Operating Principles. The Corporate Operating Principles describe the Council as a commissioning organisation and states its intention "to deliver services by testing the benefits of:
 - Having our services delivered by others
 - Commissioning in partnership with others
 - Delivering services in partnership with others

- Delivering services on behalf of others

8.3 The commissioning process is underway and will impact on the Council's future office requirements.

9. IT AND GDPR CONSIDERATIONS

9.1 There are no IT or GDPR considerations in relation to this contract.

10. PROCUREMENT RULES

10.1 A further competition was undertaken on the ESPO Property, Building and Infrastructure Advice and Management Services Framework. This process has been carried out in line with the requirements of the Public Contracts Regulations 2015.

10.2 Following the decision, an OJEU Award Notice will be issued and, as the contract value is over £25k, an award notice will need to be published on Contracts Finder. A standstill period will be observed.

10.3 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

11. FINANCIAL CONSIDERATIONS

11.1 Financial considerations are set out in the Part 2 report.

12. PERSONNEL CONSIDERATIONS

12.1 A representative staff group will be consulted as part of the design process.

12.2 There are no personnel implications at this stage, although the staff implications of any decision will be assessed and appropriate consultations undertaken.

13. LEGAL CONSIDERATIONS

13.1 Under section 132 of the Local Government Act 1972 the Council may acquire or provide and furnish halls, offices and other buildings, whether within or without the area of the authority, for use for public meetings and assemblies. The Council has the implied legal power to provide, maintain and improve its buildings and land. In support of this the Council has a legal power under section 111 of the Local Government Act 1972 to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions. These powers enable the Council to provide and commission through a contract the Consultancy and related services outlined in this report.

13.2 The tender and evaluation has been carried out in compliance with the Council's CPR's and in accordance with the EU Procurement Rules through an EU Compliant framework as referred to in this report at section 10 Procurement Rules.

13.3 This report seeks the approval of the Portfolio Holder to award a contract to provide consultancy services for works to the Civic Centre and Central Depot. Fuller details are provided in the Part 2 report and its recommendations. The Contract will to perform all RIBA stages with the ability of the Council to break at various stages as explained in section 4 of this report.

- 13.4 The Legal Department has been consulted in the drafting of the contract documentation included in the ITT and will be requested to complete the contract documentation.

Non-Applicable Sections:	[List non-applicable sections here]
Background Documents: (Access via Contact Officer)	<p>Civic Centre Development Strategy Stage 2 Report: Business Case Parts One and Two Reports (18/05/16)</p> <p>Disposal of Old Town Hall and South Street Car Park and Impact on Civic Centre Development Strategy (06/12/17)</p> <p>Civic Centre Programme and Office Accommodation Proposals (11/7/18)</p>