

<b>SUBJECT:</b>	<b>Plant Maintenance Contract Tender</b>
<b>REPORT OF:</b>	<b>Officer Management Team - Director of Services</b> <b>Prepared by - Head of Environment</b>

## **1. Purpose of Report**

- 1.1 To provide an update of the joint Plant Maintenance contract tender and to ask the PAG to allow the Portfolio Holder to recommend a supplier to Cabinet.

## **2. Links to Council Policy Objectives**

- 2.1 This matter contributes to the Council's aim to deliver value for money services.

## **3. Background**

- 3.1 South Bucks District Council and Chiltern District Council have established Joint Arrangements to work together to effect savings.
- 3.2 The two Councils have agreed Joint Contracts Procedure Rules which were published in March 2014.
- 3.3 SBDC is leading on the procurement process for a plant maintenance contract. The contract will include electrical, gas and plumbing maintenance work, as well as specialised services such as lift maintenance and security systems. The maintenance work is both planned and reactive. The present value of this for both councils is approximately £115,000 pa.

## **4. Discussion**

- 4.1 The contract will be for an initial period of 4 years with two possible extensions, at the Councils' discretion, each of 2 years, making an overall potential of 8 years. The total value of the contract over 8 years is estimated to be approximately £1m. In view of the amount, it will be necessary to tender and then award the contract under EU Procurement Rules.
- 4.2 Separate specifications are being prepared for each council based on their particular requirements but with common terms and conditions of contract. Each council will only be billed for work done specifically for that council.

4.3 The tenders will be evaluated by an Evaluation Panel which will then propose which supplier should be granted the contract. This recommendation will need to be approved by the Head of Environment, the Director of Services, the Portfolio Holder for each Council and the two Cabinets.

4.4 The timetable for the procurement is:

- 10Dec14 Publish notice in the Official Journal of the European Union
- 27Feb15 Receipt date for tenders
- 19Mar15 evaluation of tenders completed
- 31Mar15 SBDC Cabinet approval
- 07Apr15 CDC Cabinet approval
- 26May15 Contract start date.

## 5. Risks and financial implications

5.1 There will be the usual risks associated with a procurement exercise, although there will be no TUPE transfers involved for the plant maintenance contract.

5.2 A similar report will be presented to Members of CDC.

## 6. Recommendations

6.1 Members of the PAG are asked to allow the Portfolio Holder for Resources, following the evaluation stage, to recommend to Cabinet which supplier should be awarded the contract.

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<b>Background Papers:</b>	<b>None</b>